Sauk County, WI 2017 Proposed Budget

Sauk County 2017 Proposed Budget
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To the Citizens of Sauk County: I am pleased to present the proposed 2017 Sauk County Budget.

The budget process is far more than an opportunity to assign dollar values for services provided. It is an opportunity to take stock of the community and the role that Sauk County government assumes in defining the community. The budget is a planning tool for financial and operational resources, and reflects the County's determination to allocate resources responsibly. It was prepared with the goal of preserving the highest possible level of services provided to the residents, visitors, and businesses of the County, while keeping taxation and other charges for services at a minimum. It reflects a balancing of priorities and compromise between competing needs for limited funding.

Budget Overview

The goal of any budget is to create a work plan for the upcoming year and a blue print for success in subsequent years. This allows for the alignment of resources and programs around constituency needs by informing the process, allowing the Board to balance conflicting priorities.

The focus of the Finance Committee was to review the budget requests prepared by each of the department heads. Each of the County's department heads prepared a budget for 2017 that each believed would be sufficient to continue operations and offer additional programming or services that fulfilled the department's strategic priorities. The departmental budgets were reviewed and adopted by their respective oversight committees and also reviewed by an administrative review team consisting of the County's Administrative Coordinator, Controller, Human Resources Director and MIS Director. The goal of the Finance Committee was to combine all of the individual requests and develop a comprehensive budget that is responsive to the needs of the constituency, while maintaining fiscal responsibility. The 2017 budget continues the review of County services and programs, and sets the stage for additional work in future years.

The Finance Committee discussed various revenue estimates, and recommended changes to the Treasurer's budget to more accurately reflect the anticipated increase in investment revenues and an anticipated decrease in penalties and interest on past due property tax payments. Revenue estimates related to the housing of inmates from other jurisdictions as well as the estimated sales tax revenues seemed to garner more attention than revenue estimates proposed by other departments. As to both, Finance recommended modest increases that while conservative, are more reflective of actual trends for the past few years. The outside agency amount requested by Sauk County Development Corporation (SCDC) was discussed in the most detail with the Finance Committee deciding to reduce the amount to be included in the 2017 budget to $30,000 ($45,000 less than the original agency request).

The budget includes funding for a new office/community room at White Mound Park, improvements to other county buildings and repairs to several key mechanical systems serving the Law Enforcement Center and the county's communication infrastructure. The Finance Committee continued the County's practice of utilizing fund balance for these one-time and capital improvement projects.

The proposed budget has a property tax levy equal to the amount legally allowed.

	2016 Budget	2017 Budget	Dollar Change	Percent Change
Levy Amount	$30,183,042	$30,351,664	$168,622	0.56%
Levy Rate	$4.76	$4.72	-$0.04	-0.77%
Equalized Value	$6,343,846,500	$6,428,803,300	$84,956,800	1.34%

Top Strategic Issues (SI) for 2015 – 2017

The biennial strategic planning process is a key component for informing budget construction. Many components of this budget reflect the policy direction articulated through strategic planning that occurred during the winter of 2015, resulting in the following strategic issues:

Priority	***Strategic Issue***
1	Be able to effectively change behaviors of the drugged and drunk drivers. In order to attempt to create change, additional patrol officers are needed to create proactive enforcement rather than reactive enforcement. Achieve and maintain adequate staffing to keep pace with service demands and emerging public safety issues.
2	Establish, develop and expand the Nurse Family Partnership program to assist first time high risk mothers.
3	Identify key areas of development for county parks and recreation based on analysis of opportunities identified in the Comprehensive Outdoor Recreation Plan and the Comprehensive Plan. Develop "Placemaking" as a regional initiative to align county-wide assets to showcase the County as premier place to live, work and play. Provide for the continued development of the regional recreational trails (Great Sauk Trail).
4	To keep moving forward on the issue of Building Security.
5	Continuously explore evolving green energy practices to include development of a plan to move Sauk County facilities toward carbon neutrality through business and public partnerships and implement these practices internally when feasible.
6	Continued proactive approach to employee wellness, including but not limited to incorporation of an employee fitness facility and other related initiatives.
7	Sauk County Health Care Center (SCHCC) is pursuing the development of the continuum of care campus through exploration of adding an assisted living facility.

A public input session was held in August to review the top strategic priorities and similarly structured input sessions are planned for the winter of 2017 to inform the Board's conversations to identify the top strategic priorities for the next biennium.

2017 Budget Highlights

- The County's Criminal Justice Coordinating Council (CJCC) and their efforts to offer alternatives to incarceration will be supported by a new case manager whose position will be funded through the Treatment Alternative and Diversion (TAD) grant awarded to the County.
- Based on public input and the recommendation of the CJCC, the 2017 budget includes funding for a new full time mental health position to conduct screenings and provide services to inmates with particular concern for incarcerated veterans. Human Services will be adding a psychotherapist in response to growing concerns about County mental health needs *(SI 1).*
- The Nurse Family Partnership received additional funding in 2016 that allows the County to add one new nurse position and continue its programming through 2017 (*SI 2).*
- General Fund balance has been allocated for non- or rarely-recurring capital projects: construction of a new office/community room at White Mound Park *(SI 3)*, communication infrastructure upgrades, Huber HVAC upgrade, the rebuilding a Law Enforcement Center (LEC) cooling tower.
- Aging & Disability Resource Center (ADRC) programs are restructured to include expanded meal delivery and an additional social worker.
- The Highway department will be adding staff to manage the increased number of state highway miles maintained by Sauk County, most the cost of which is reimbursed by the State of Wisconsin.
- The County will be recognized as a full agent by the Department of Health and as a result will be expanding it environmental health services to cover approximately 1,014 new inspections starting in 2017. The County's Health Department will be adding two new staff members to assist in conducting the additional inspections.
- In 2016, the County refinanced its 2005 General Obligation Bonds, reducing the interest payable on those bonds in 2017 to 2021 from 4% to 2%, resulting in interest savings of approximately $140,000 per year.
- County employee participation in various wellness programs kept 2017 health insurance premiums at a 2% increase instead of the 4% increase allowed under the contract with the current carrier.

The dual requirements of fiscal prudence and continued high quality public service are at the heart of this budget. All of the aforementioned projects maintain vital county infrastructure and ensure appropriate resource management.

Challenges of the 2017 Budget

A challenging financial environment has become the norm. The County continues to adjust to changing economic conditions, resulting in the ability to maintain services without the use of fund balance to supplement diminishing ongoing revenue streams. Of note, the property valuations have begun to increase but growth was lower than expected. Some of the biggest challenges remain; the revenue limitations imposed by the state, declines in traditional funding streams from both the state and federal governments, and a high demand for services in a recovering economy.

Property Valuations: Overall equalized valuations in the County were up by $84,956,800, or 1.34% after several years of declining values. All sectors of valuations increased except Commercial which decreased in value by -6.06% for a total change of -$111,467,000. This indicates stabilization in the housing market after five years of declines.

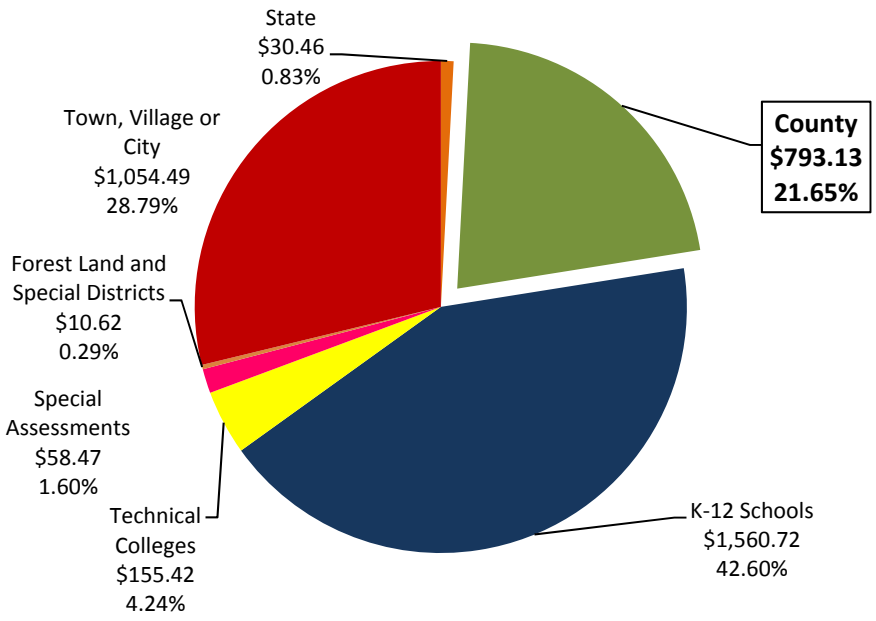
Revenue Limitations: Property tax limitations and dwindling federal and state funding compound the issues that arise with increasing costs to continue.

- The intense legislative and public scrutiny of local government budgets continues in 2017, as the overall impact of property taxes paid on homes, businesses, and industries continues to be of concern. Wisconsin Statute §66.0602 limits property tax levy dollar growth by the percent of new construction (.869% for 2017) or 0%, whichever is greater. Adjustments are available and have been taken for debt service, libraries and bridge aids.
- As the federal and state governments contend with economic and political issues, grant funding is becoming a smaller and smaller portion of Sauk County's revenues – while mandates remain in force.

Demand for County Services: Each year the desire and demand for County services are evaluated within each budget cycle. Difficult economic times appear to be fading; however the constraints of the state on revenue limitations pressure each county. Each year as part of the budget process the County performs an annual evaluation of services. Every year the continued recognition of social needs is balanced against the costs to the taxpayer, and each year all services and programs of the County need to be evaluated, assessed, and scrutinized.

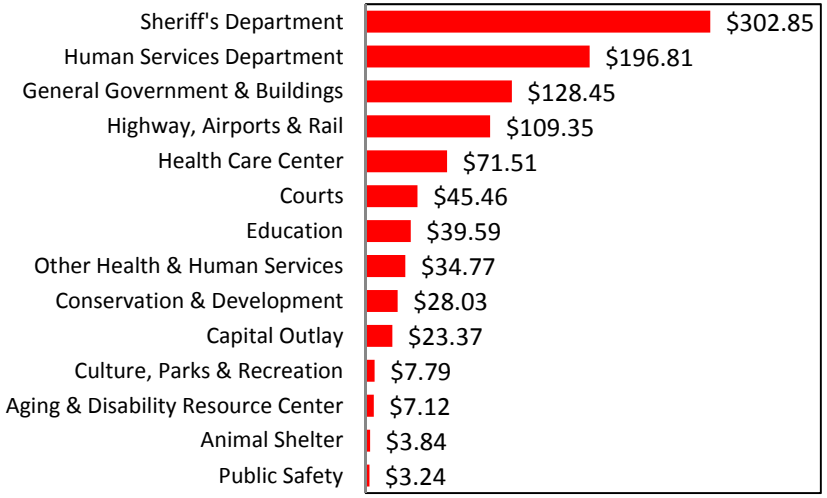
Property Tax Payers: The County property taxpayer, and their ability to pay, is a crucial component of budget construction. Following is a chart which demonstrates how an average tax bill is allocated. Variation will be seen from one municipality to the next.

Allocation of Total Sauk County Property Tax Bill by Taxing District
Total average tax bill on a property of $166,700: $3,663.31
(based on 2015 paid 2016, the 2016 budget)



The County portion of the tax bill funds a variety of county services. The average bill is also looked at from a departmental perspective.

Allocation of Sauk County's Portion of the Property Tax



County property taxes are also reduced by revenues from sales tax by $209.05 for an average property. This brings the total County portion of property tax to $793.13.

Balancing taxpayer ability to pay for the services provided is a key component of the Finance Committee's budget deliberation. Maintaining a stable taxation rate that is not subject to erratic swings, keeping any increases to a minimum and decreasing costs when possible, while ensuring that the services are provided as efficiently as possible are key considerations in the recommended budget.

Conclusion

The key message embodied within the 2017 budget is transition, building on the prior years' focus of structural alignment, capacity, future financial flexibility and designing service models that address current issues and trends. The ability of County government to meet needs, address issues and provide vital infrastructure must continue even as the County experiences an erosion of typical funding mechanisms for local government.

This budget is:

1. **A Policy Document** – reflective of constituencies' desired type and level of service that encompasses the unique flavor of Sauk County.
2. **An Operations Guide** – providing direction on policy implementation in a detailed form.
3. **A Planning Document** – embodying the mission, vision and goals of Sauk County government, incorporating the strategic plan.
4. **A Communications Device** – providing transparency, accountability and information.

County government serves two purposes. It provides certain services at the local level for the state, and it is also a unit of local self-government. Counties engage in activities specifically authorized by statute, and have a great deal of latitude in the way in which services are actually provided. There are a multitude of good things that government does, and even more that could be done. The challenge will always be balancing the needs of the communities we live in against costs to the property taxpayer.

The Sauk County mission is, "To provide essential services to the residents of Sauk County in a fiscally responsible manner that promotes safety, economic development, and stewardship of natural resources while encouraging the development of cultural, social, and community values that enhance human dignity." Sauk County is fortunate to be in a strong fiscal position, which allows for continued development of streamlined processes that continue the Sauk County mission.

ACCOUNTING DEPARTMENT

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To: County Board Members
Date: October 18, 2016
About: 2017 Budget - County Board October Presentation

As you begin your review of the 2017 budget in its entirety, please keep in mind the attached guidance that the County Board (mission and vision) and Finance Committee (policies, priorities and definitions) have adopted. This overarching guidance is meant to focus decision-making on the larger goals of Sauk County, rather than the narrower scope of each department. With the realities of the current economy, as well as tight levy limits, consideration of these concepts was integral to the Finance Committee's reviews.

Levy Limits

The majority of the levy will be able to increase by the greater of 0.00% or the percent of net new construction, which was 0.869% for the 2016 budget, or $231,599. An adjustment is also made for a terminated tax incremental financing district, adding another $25,052 of levy capacity. Exemptions for debt service, library aids, bridge aids and special charges are available and have been exercised.

How to Read This Book

The first group of introductory pages are summaries of the budget recommendation made by the Finance Committee. Your budget book is then sorted by the functional areas in which the County provides services. **The detailed pages are the budgets including all of the Finance Committee's recommendations**.

The original budgets as presented by oversight committees, including line items, can be found on the County's website at https://www.co.sauk.wi.us/accountingpage/2017-budget-process-and-documents.

The Finance Committee recommended changes from the oversight committee requests are:

		Total Tax Levy
Sauk County 2017 Budget Property Tax Levy	2016 Paid 2017 Levy Requested - 2017 Budget	31,310,073
	Requests Over or (Under) Limit	958,409
	Finance Committee Adjustments	
	Overall - Health Insurance increase held to 2.00% (4.00% increase in budgets now)	(127,994)
	ADRC - Reduce anticipated donation revenues	10,000
	ATC Environmental impact fee allocation (no levy impact, but appropriation of $908,645 needed)	0
	Building Services - Communication infrastructure upgrades funded by General Fund balance	(375,000)
	Building Services - Remodel of 3rd Floor Courthouse Annex reduced to $250,000 funded by General Fund balance ($350,000 of levy was included in the budget request)	(350,000)
	Child Support & Corporation Counsel - Adjustment for Assistant Corporation Counsel position	821
	HCC - Vacancy factor lowered from $610,500 to $317,532	292,968
	HCC Home Care - Fund unemployment with General Fund Balance	(115,440)
	Human Services - Restore programming capacity - $50,000 for institutional care and $10,000 for case management	60,000
	Sales tax - Increase revenue estimate by $250,000	(250,000)
	Sauk County Development Corporation - Decrease funding from $50,000 to $30,000	(20,000)
	Sheriff - Fund boat with General Fund balance	(25,000)
	Sheriff - Increase expense for behavioral specialist, and reallocate to payroll lines	3,394
	Sheriff - Increase expense for jail medical contract	60,000
	Sheriff - Increase inmate housing revenue by 2 inmates from 24 to 26	(37,566)
	Sheriff & Circuit Courts - Sworn bargaining unit contract settlement less than expected	(84,592)
	Treasurer - Increase interest on investments by $50,000, decrease interest on delinquent taxes by $50,000	0
	Total Adjustments	(958,409)
	2016 Paid 2017 Levy with Adjustments - 2017 Budget	**30,351,664**
Limits	2016 Paid 2017 Levy Limits - 2017 Budget	30,351,664
	Over or (Under) Limit	(0)
Prior Year	2015 Paid 2016 Actual Levy - 2016 Budget	30,183,042
	Levy dollar increase or (decrease) from 2016 budget to 2017 budget	168,622
	Levy percent increase or (decrease) from 2016 budget to 2017 budget	0.56%

Sauk County's Mission Statement

To provide essential services to the residents of Sauk County in a fiscally responsible manner that promotes safety, economic development, and stewardship of natural resources while encouraging the development of cultural, social, and community values that enhance human dignity.

Sauk County's Vision Statement

To develop a service model for a thriving, progressive county government, founded on organizational flexibility, inherent capability and resources.

Budget Policies

Budget Policy 1 - Sauk County will provide necessary services to those most in need within the limits established by the availability of resources and statutory authority. Balancing of dollar costs with social costs shall be a conscious effort. To that end, preventative programs and services are encouraged whenever possible.

Budget Policy 2 - Sauk County will protect, maintain, and enhance its financial reserves and provide the oversight necessary to assure its citizens and creditors of its financial and institutional stability. Revenue enhancements to offset operational costs and improve financial health will be pursued.

Budget Policy 3 - The most costly programs funded by Sauk County property tax dollars are those that respond to social need. Social need tends to be greatest when economic growth, which provides key County funding through the property tax and sales tax, is least. This inverse relationship relative to state limitations will be recognized.

Budget Policy 4 - Sauk County will consciously consider reducing the level of services provided when reductions in departmental revenue can be directly related to reductions in state or federal aid.

Budget Policy 5 - Even if not mandated, programs and services should be encouraged if they hold down costs elsewhere. The "elsewhere" could be within a department, within the County's operations, and even with other local units of government.

Budget Policy 6 - The impact of decisions on the future should always be strongly considered - not just the impact on the next budget year or five years in the future, but generations in the future. The transition to future budgets should be smooth, honest, and within long-term plans.

Budget Policy 7 - The County’s physical assets shall be properly and timely maintained. Deferring maintenance so that other programs can be provided is strongly discouraged.

Budget Priorities

Priority 1 - Cross Sectional Analysis of County Operations
Priority 2 - Proactive Relationships to Retain Financial Flexibility

Essential Versus Core Versus Desirable

Characteristics of Essential...	**Characteristics of Core...**	**Characteristics of Desirable...**
Parallels the overall Sauk County mission	Parallels the overall Sauk County mission	Parallels the overall Sauk County mission
Results (as opposed to processes) are mandated by an external body	Results (as opposed to processes) are pressing to the County Board	Results (as opposed to processes) are important to the County Board
If discontinued, the negative impact to the public is significant. High social cost.	If discontinued, the negative impact to the public is noticeable. Moderate social cost.	If discontinued, the negative impact to the public may be noticeable. Minimal social cost.
Service cannot be provided by the private sector or other partners	Service can/is provided by the private sector, but the County can provide the service more effectively or efficiently	Service can or is provided by the private sector, but the County can offer alternatives

Approved by Sauk County Finance Committee 4/12/16

FINANCE COMMITTEE

TO: Sauk County Board of Supervisors & Department Heads
FROM: Finance Committee
DATE: October 18, 2016
SUBJECT: 2017 Budget – Supervisory Amendments to the Budget

As part of the 2017 Budget development process, individual Supervisors may submit proposed amendments to the budget recommended by the Finance Committee. This process enables Supervisors to clearly explain, in writing, what their proposed amendment is and what their intended tax levy impact (increase or decrease) is on the 2017 Budget. Each proposed amendment should be sponsored by only one supervisor so the Open Meetings Law related to walking quorums is not violated.

Attached, for your use, is a copy of the 2017 Budget - Supervisor Amendment form. Feel free to make copies of this form if you wish to submit more than one amendment. Please include only one amendment on each form. This form can also be found on Sauk County's web site in Microsoft Word and pdf formats so that you can make your own copies.
http://www.co.sauk.wi.us/accounting under 2017 Budget Process and Documents

Supervisors who propose amendments are strongly encouraged to consult with the affected departments prior to submission.

The following is a schedule of when and how these Amendment forms will be processed and reviewed:

October 31, 2016	Supervisors prepare amendments and submit them to the Accounting Office. **Amendments are due to the Accounting Office October 31, 2016.**
Until November 7, 2016	County Administrative Coordinator, Controller and Department Heads review the proposed amendment forms and determine the fiscal and operational impact of each proposed amendment. Supervisors who submit a proposed amendment may be contacted if further explanation is needed.
November 8, 2016	Finance Committee meets to review the proposed amendments. Finance Committee actions are distributed to all County Board members.
November 15, 2016	County Board adopts the 2017 Budget, including any amendments that are brought forward to the County Board during the meeting. Submittal of an amendment through this process does not automatically bring that amendment to the County Board floor. A specific motion to amend the Finance Committee's recommendation must be made during the November County Board session.

2017 Budget – Supervisory Amendments to the Budget
October 18, 2016

Why has this form been developed?
The County intends to utilize a formal Supervisory Amendment process in order to allow for a structured and understandable process. In addition, it gives staff and the Finance Committee the opportunity to analyze any proposed amendments so that the County Board can make informed decisions when they meet to adopt the budget. In order to provide the Committee and staff with sufficient time to review proposed amendments, Supervisors are asked to submit their amendments as soon as possible, but no later than October 31.

Supervisors are reminded that the purpose of this process and the use of the form are to propose financial changes to the budget. They are not intended to be used as a forum for raising policy or procedural issues in the budget. Therefore, non-financial issues should be addressed at the appropriate Committee level and then forwarded to the full County Board for consideration if appropriate.

What are appropriate and inappropriate amendments?
Sauk County's budget proposal was developed using a complex mixture of prioritization; mandate and legal requirement review; and discussion between department managers, oversight committees and the Finance Committee. Further, Wis. Stat. § 65.90 provides for a certain amount of specificity in establishing the budget. Amendments that will be ruled out of order include the following:

1. "I move to amend the budget to provide a levy rate of no more than x."
2. "I move to cut x amount of dollars from the levy."
3. "I move that the budget shall provide for an x percent increase / decrease from last year."

Sauk County Financial Policy 5-94, Fund Balance/Retained Earnings and Contingent Funds Policy, also states that "Sauk County shall not use any fund balances or retained earnings to fund operations. Funding operations with fund balance erodes the County's ability to maintain these operations into the future, as well as diminishes reserves available for emergencies or future planning."

Fund balances or retained earnings may be budgeted to fund the following items:
a. Nonrecurring or rarely recurring capital outlays to reduce reliance on borrowed funds and future debt service costs.
b. Nonrecurring startup costs of projects or programs that are expected to provide savings or increase efficiencies in the future.
c. Prepayment of outstanding debt to generate greater rates of return than refinancing and result in the immediate improvement of many important credit ratios.
d. Termination costs of ineffective or inefficient programs.
e. All or part of the contingency fund as described below.
f. Vacancy and turnover factor. Departmental budgets are developed as if all staff positions will be filled for the entirety of the year. Recognizing that there is always vacancy and turnover, the County will analyze previous years' turnover, outside funding and any other pertinent information. The property tax levy may be reduced by using fund balance to fund this vacancy factor centrally (as opposed to in departments' budget).
g. Continuing appropriations / carryforward funds as described in Financial Policy 3-96.
h. Other nonrecurring expenditures which are expected to yield a positive financial return in the future.

Feel free to contact either the Administrative Coordinator or Controller if you have any questions regarding this process, or if you would like any numbers or details clarified.

Sauk County
2017 Budget
Proposed Supervisor Amendment

By Supervisor: _____ Amendment #: _____
(Amendment # assigned by staff)

To amend the 2017 Proposed Budget, as recommended by the Finance Committee,
I Hereby Propose:

Anticipated service changes (additions and/or reductions):

I estimate that this proposed amendment would change the budget as follows:

Department	Program Area Description	Expenditure Increase or (Decrease)	Revenue Increase or (Decrease)	Other Sources Increase or (Decrease)	Net Tax Levy Increase or (Decrease)
Total for Amendment					

Sauk County 2017 Proposed Budget (Alphabetical Order)

See Page	Department Name	Sources of Funds: Tax Levy	Revenue	Use of Fund Balance	Total Sources	Uses of Funds: Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	Comparison to Previous Budgets: 2016 Tax Levy (as amended)	2015 Tax Levy (as amended)	$ Change 2016 Amended to 2017 Proposed	% Change 2016 Amended to 2017 Proposed	Estimated Fund Balance Beginning 2017	Estimated Fund Balance End 2017
30	Accounting	584,562	3,657	0	588,219	588,219	0	0	588,219	542,884	512,323	41,678	7.68%	In General Fund Total	
34	Administrative Coordinator	242,588	0	5,000	247,588	247,588	0	0	247,588	195,864	216,585	46,724	23.86%	In General Fund Total	
96	Aging & Disability Resource Center	272,581	1,712,517	7,000	1,992,098	1,957,098	35,000	0	1,992,098	242,704	241,939	29,877	12.31%	503,949	496,949
195	Arts, Humanities, Historic Preservation	68,762	7,010	0	75,772	75,772	0	0	75,772	64,762	64,762	4,000	6.18%	In General Fund Total	
66	ATC Environmental Impact Fees	0	0	683,250	683,250	683,250	0	0	683,250	0	0	0	0.00%	In General Fund Total	
65	Baraboo Dells Airport	4,100	0	0	4,100	4,100	0	0	4,100	4,100	4,100	0	0.00%	In General Fund Total	
38	Building Services	2,256,404	320,345	850,000	3,426,749	2,086,749	1,340,000	0	3,426,749	2,500,508	2,820,085	(244,104)	-9.76%	In General Fund Total	
155	CDBG-EAP Emerg Assist Prog	0	0	0	0	0	0	0	0	0	0	0	--	0	0
197	CDBG-ED Revolving Loans	0	55,151	527,125	582,276	582,276	0	0	582,276	0	0	0	--	527,125	0
199	CDBG-FRSB Flood Recov Sm Bus	0	2,400	0	2,400	2,400	0	0	2,400	0	0	0	--	0	0
201	CDBG-RLF Housing Rehab	0	20,000	0	20,000	20,000	0	0	20,000	0	0	0	--	7,825	7,825
65	Charitable / Penal Fines	242	0	0	242	242	0	0	242	2,020	5,313	(1,778)	-88.02%	In General Fund Total	
102	Child Support	173,918	760,010	0	933,928	933,928	0	0	933,928	169,337	164,268	4,581	2.71%	In General Fund Total	
157	Circuit Courts	444,315	219,938	0	664,253	664,253	0	0	664,253	429,784	440,397	14,531	3.38%	In General Fund Total	
161	Clerk of Courts	311,757	770,555	0	1,082,312	1,082,312	0	0	1,082,312	260,855	230,866	50,902	19.51%	In General Fund Total	
203	Conservation, Planning & Zoning	1,067,834	600,197	211,852	1,879,883	1,854,883	25,000	0	1,879,883	1,044,324	950,714	23,510	2.25%	In General Fund Total	
65	Contingency	0	0	350,000	350,000	350,000	0	0	350,000	0	0	0	--	In General Fund Total	
165	Coroner	134,155	30,000	0	164,155	164,155	0	0	164,155	129,287	150,569	4,868	3.77%	In General Fund Total	
47	Corporation Counsel	404,947	216,032	0	620,979	620,979	0	0	620,979	402,578	384,970	2,369	0.59%	In General Fund Total	
51	County Board	152,026	0	0	152,026	152,026	0	0	152,026	142,044	142,198	9,982	7.03%	In General Fund Total	
53	County Clerk / Elections	250,887	98,117	0	349,004	349,004	0	0	349,004	221,431	192,664	29,456	13.30%	In General Fund Total	
65	Court Appointed Special Advocate CASA	0	0	0	0	0	0	To Probate	0	50,000	0	(50,000)	-100.00%	In General Fund Total	
168	Court Commissioner	186,193	50,521	0	236,714	236,714	0	0	236,714	183,411	178,075	2,782	1.52%	In General Fund Total	
43	Criminal Justice Coordinating	276,079	129,233	45,000	450,312	450,312	0	0	450,312	240,000	0	36,079	15.03%	In General Fund Total	
58	Debt Service	0	1,523,084	0	1,523,084	1,078,060	0	445,024	1,523,084	0	0	0	--	900,353	1,345,377
172	District Attorney / Victim Witness	461,118	273,554	0	734,672	734,672	0	0	734,672	434,544	407,566	26,574	6.12%	In General Fund Total	
105	Dog License Fund	0	28,000	0	28,000	28,000	0	0	28,000	0	0	0	--	1,228	1,228
176	Drug Seizures Fund	0	100	11,000	11,100	11,100	0	0	11,100	0	0	0	--	68,334	57,334
178	Emergency Management	123,902	68,250	0	192,152	192,152	0	0	192,152	93,698	124,140	30,204	32.24%	In General Fund Total	
107	Environmental Health	32,955	519,377	0	552,332	552,332	0	0	552,332	33,373	34,165	(418)	-1.25%	In General Fund Total	
63	General Non-Departmental	(10,425,591)	9,827,474	600,000	1,883	1,883	0	0	1,883	(9,848,239)	(9,454,719)	(577,352)	-5.86%	37,489,201	33,292,625
111	Health Care Center	2,313,610	8,792,008	837,532	11,943,150	11,850,150	93,000	0	11,943,150	2,114,685	2,085,753	198,925	9.41%	4,375,293	3,537,761
145	Highway	4,127,562	5,429,540	700,000	10,257,102	9,557,102	700,000	0	10,257,102	4,065,490	3,956,803	62,072	1.53%	11,991,281	11,291,281
117	Human Services	7,531,534	9,751,176	0	17,282,710	17,282,710	0	0	17,282,710	7,601,198	7,601,198	(69,664)	-0.92%	1,755,122	1,755,122
67	Insurance	0	96,624	0	96,624	49,500	0	47,124	96,624	0	0	0	--	452,876	500,000
182	Jail Assessment	0	97,000	0	97,000	97,000	0	0	97,000	0	0	0	--	0	0
69	Land Records Modernization	198,128	201,800	82,030	481,958	381,958	100,000	0	481,958	199,870	0	(1,742)	-0.87%	498,685	416,655
151	Landfill Remediation	0	14,300	101,365	115,665	115,665	0	0	115,665	0	0	0	--	4,822,852	4,721,487
65	Library Board	1,027,131	0	0	1,027,131	1,027,131	0	0	1,027,131	1,001,008	994,708	26,123	2.61%	In General Fund Total	
73	Management Information Systems	1,261,848	1,021,939	11,250	2,295,037	1,945,790	349,247	0	2,295,037	1,035,103	1,139,069	226,745	21.91%	In General Fund Total	

Sauk County 2017 Proposed Budget (Alphabetical Order)

See Page	Department Name	Sources of Funds: Tax Levy	Revenue	Use of Fund Balance	Total Sources	Uses of Funds: Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	Comparison to Previous Budgets: 2016 Tax Levy (as amended)	2015 Tax Levy (as amended)	$ Change 2016 Amended to 2017 Proposed	% Change 2016 Amended to 2017 Proposed	Estimated Fund Balance Beginning 2017	Estimated Fund Balance End 2017
214	Parks	288,029	681,220	1,252,279	2,221,528	1,287,633	933,895	0	2,221,528	228,787	165,582	59,242	25.89%	In General Fund Total	
78	Personnel	543,783	1,900	0	545,683	545,683	0	0	545,683	482,547	389,489	61,236	12.69%	In General Fund Total	
65	Pink Lady Rail Transit Commission	1,200	0	0	1,200	1,200	0	0	1,200	900	675	300	33.33%	In General Fund Total	
66	Placemaking	0	0	0	0	0	0	0	0	0	30,000	0	--	In General Fund Total	
126	Public Health	819,624	605,119	0	1,424,743	1,424,743	0	0	1,424,743	816,070	799,005	3,554	0.44%	In General Fund Total	
65	Reedsburg Airport	4,100	0	0	4,100	4,100	0	0	4,100	4,100	4,100	0	0.00%	In General Fund Total	
184	Register in Probate	202,094	23,000	0	225,094	225,094	0	0	225,094	146,524	125,653	55,570	37.93%	In General Fund Total	
83	Register of Deeds	(321,800)	545,000	0	223,200	223,200	0	0	223,200	(327,204)	(328,697)	5,404	1.65%	In General Fund Total	
66	Sauk County Development Corporation	30,000	0	0	30,000	30,000	0	0	30,000	10,000	72,528	20,000	200.00%	In General Fund Total	
65	Sauk Prairie Airport, Inc.	4,100	0	0	4,100	4,100	0	0	4,100	4,100	4,100	0	0.00%	In General Fund Total	
188	Sheriff	12,003,720	1,597,407	25,000	13,626,127	13,333,127	293,000	0	13,626,127	11,908,868	11,641,761	94,852	0.80%	In General Fund Total	
86	Surveyor	81,346	0	0	81,346	81,346	0	0	81,346	81,619	81,232	(273)	-0.33%	In General Fund Total	
66	Transfer Sales Tax to Debt Service	1,425,334	0	0	1,425,334	1,425,334	0	0	1,425,334	1,573,599	1,553,599	(148,265)	-9.42%	In General Fund Total	
66	Transfer to HCC	1,206,048	0	115,440	1,321,488	1,321,488	0	0	1,321,488	1,199,401	1,193,724	6,647	0.55%	In General Fund Total	
89	Treasurer	(255,400)	762,000	0	506,600	506,600	0	0	506,600	(295,449)	(369,621)	40,049	13.56%	In General Fund Total	
65	Tri-County Airport	15,665	0	0	15,665	15,665	0	0	15,665	15,665	16,805	0	0.00%	In General Fund Total	
66	UW-Baraboo / Sauk County	131,000	0	0	131,000	131,000	0	0	131,000	90,000	115,000	41,000	45.56%	In General Fund Total	
219	UW Extension	357,005	15,813	0	372,818	372,818	0	0	372,818	361,123	330,471	(4,118)	-1.14%	In General Fund Total	
136	Veterans Service	304,269	11,500	0	315,769	315,769	0	0	315,769	297,769	296,193	6,500	2.18%	In General Fund Total	
65	Wisconsin River Rail Transit	28,000	0	0	28,000	28,000	0	0	28,000	28,000	28,000	0	0.00%	In General Fund Total	
140	Women, Infants & Children	0	389,718	47,505	437,223	437,223	0	0	437,223	0	0	0	--	In General Fund Total	
93	Workers Compensation	0	284,779	0	284,779	284,779	0	0	284,779	0	0	0	--	619,086	619,086
	ALL FUNDS TOTAL	**30,351,664**	**47,557,365**	**6,462,628**	**84,371,657**	**80,010,367**	**3,869,142**	**492,148**	**84,371,657**	**30,183,042**	**29,878,110**	**168,622**	**0.56%**	**64,013,210**	**58,042,730**

	2016 Amended	2017 Proposed	Dollar Change	Percent Change
Equalized Value (without tax incremental districts)	6,343,846,500	6,428,803,300	84,956,800	1.34%
Total Levy Rate	$4.76	$4.72	-$0.04	-0.77%
Total Levy Amount	30,183,042	30,351,664	168,622	0.56%
Impact of a one penny increase to the mil rate	$63,438	$64,288	$850	1.34%
Impact of a one penny increase to the mil rate on an average residential property	$1.67	$1.74		
Average residential property value	$166,700	$174,300	$7,600	4.56%
Average County tax on an average residential property	$793.13	$822.91	$29.77	3.75%

Sauk County 2017 Proposed Budget (Expense Order)

See Page	Department Name	Sources of Funds: Tax Levy	Revenue	Use of Fund Balance	Total Sources	Uses of Funds: Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	Comparison to Previous Budgets: 2016 Tax Levy (as amended)	2015 Tax Levy (as amended)	$ Change 2016 Amended to 2017 Proposed	% Change 2016 Amended to 2017 Proposed	Estimated Fund Balance Beginning 2017	Estimated Fund Balance End 2017
65	Class & Compensation Implementation	0	0	0	0	0	0	0	0	0	140,000	0	--	In General Fund Total	
155	CDBG-EAP Emerg Assist Prog	0	0	0	0	0	0	0	0	0	0	0	0.00%	0	0
66	Placemaking	0	0	0	0	0	0	0	0	0	30,000	0	--	In General Fund Total	
65	Court Appointed Special Advocate CASA	0	0	0	0	0	0	To Probate	0	50,000	0	(50,000)	-100.00%	In General Fund Total	
65	Charitable / Penal Fines	242	0	0	242	242	0	0	242	2,020	5,313	(1,778)	-88.02%	In General Fund Total	
65	Pink Lady Rail Transit Commission	1,200	0	0	1,200	1,200	0	0	1,200	900	675	300	33.33%	In General Fund Total	
63	General Non-Departmental	(10,425,591)	9,827,474	600,000	1,883	1,883	0	0	1,883	(9,848,239)	(9,454,719)	(577,352)	-5.86%	37,489,201	33,292,625
199	CDBG-FRSB Flood Recov Sm Bus	0	2,400	0	2,400	2,400	0	0	2,400	0	0	0	--	0	0
65	Baraboo Dells Airport	4,100	0	0	4,100	4,100	0	0	4,100	4,100	4,100	0	0.00%	In General Fund Total	
65	Reedsburg Airport	4,100	0	0	4,100	4,100	0	0	4,100	4,100	4,100	0	0.00%	In General Fund Total	
65	Sauk Prairie Airport, Inc.	4,100	0	0	4,100	4,100	0	0	4,100	4,100	4,100	0	0.00%	In General Fund Total	
176	Drug Seizures Fund	0	100	11,000	11,100	11,100	0	0	11,100	0	0	0	--	68,334	57,334
65	Tri-County Airport	15,665	0	0	15,665	15,665	0	0	15,665	15,665	16,805	0	0.00%	In General Fund Total	
201	CDBG-RLF Housing Rehab	0	20,000	0	20,000	20,000	0	0	20,000	0	0	0	0.00%	7,825	7,825
105	Dog License Fund	0	28,000	0	28,000	28,000	0	0	28,000	0	0	0	--	1,228	1,228
65	Wisconsin River Rail Transit	28,000	0	0	28,000	28,000	0	0	28,000	28,000	28,000	0	0.00%	In General Fund Total	
67	Insurance	0	96,624	0	96,624	49,500	0	47,124	96,624	0	0	0	--	452,876	500,000
66	Sauk County Development Corporation	30,000	0	0	30,000	30,000	0	0	30,000	10,000	72,528	20,000	200.00%	In General Fund Total	
195	Arts, Humanities, Historic Preservation	68,762	7,010	0	75,772	75,772	0	0	75,772	64,762	64,762	4,000	6.18%	In General Fund Total	
86	Surveyor	81,346	0	0	81,346	81,346	0	0	81,346	81,619	81,232	(273)	-0.33%	In General Fund Total	
182	Jail Assessment	0	97,000	0	97,000	97,000	0	0	97,000	0	0	0	--	0	0
151	Landfill Remediation	0	14,300	101,365	115,665	115,665	0	0	115,665	0	0	0	--	4,822,852	4,721,487
66	UW-Baraboo / Sauk County	131,000	0	0	131,000	131,000	0	0	131,000	90,000	115,000	41,000	45.56%	In General Fund Total	
51	County Board	152,026	0	0	152,026	152,026	0	0	152,026	142,044	142,198	9,982	7.03%	In General Fund Total	
165	Coroner	134,155	30,000	0	164,155	164,155	0	0	164,155	129,287	150,569	4,868	3.77%	In General Fund Total	
178	Emergency Management	123,902	68,250	0	192,152	192,152	0	0	192,152	93,698	124,140	30,204	32.24%	In General Fund Total	
83	Register of Deeds	(321,800)	545,000	0	223,200	223,200	0	0	223,200	(327,204)	(328,697)	5,404	1.65%	In General Fund Total	
184	Register in Probate	202,094	23,000	0	225,094	225,094	0	0	225,094	146,524	125,653	55,570	37.93%	In General Fund Total	
168	Court Commissioner	186,193	50,521	0	236,714	236,714	0	0	236,714	183,411	178,075	2,782	1.52%	In General Fund Total	
34	Administrative Coordinator	242,588	0	5,000	247,588	247,588	0	0	247,588	195,864	216,585	46,724	23.86%	In General Fund Total	
93	Workers Compensation	0	284,779	0	284,779	284,779	0	0	284,779	0	0	0	--	619,086	619,086
136	Veterans Service	304,269	11,500	0	315,769	315,769	0	0	315,769	297,769	296,193	6,500	2.18%	In General Fund Total	
53	County Clerk / Elections	250,887	98,117	0	349,004	349,004	0	0	349,004	221,431	192,664	29,456	13.30%	In General Fund Total	

Sauk County 2017 Proposed Budget (Expense Order)

See Page	Department Name	Sources of Funds: Tax Levy	Revenue	Use of Fund Balance	Total Sources	Uses of Funds: Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	Comparison to Previous Budgets: 2016 Tax Levy (as amended)	2015 Tax Levy (as amended)	$ Change 2016 Amended to 2017 Proposed	% Change 2016 Amended to 2017 Proposed	Estimated Fund Balance Beginning 2017	Estimated Fund Balance End 2017
65	Contingency	0	0	350,000	350,000	350,000	0	0	350,000	0	0	0	--	In General Fund Total	
219	UW Extension	357,005	15,813	0	372,818	372,818	0	0	372,818	361,123	330,471	(4,118)	-1.14%	In General Fund Total	
140	Women, Infants & Children	0	389,718	47,505	437,223	437,223	0	0	437,223	0	0	0	--	In General Fund Total	
43	Criminal Justice Coordinating	276,079	129,233	45,000	450,312	450,312	0	0	450,312	240,000	0	36,079	15.03%	In General Fund Total	
69	Land Records Modernization	198,128	201,800	82,030	481,958	381,958	100,000	0	481,958	199,870	0	(1,742)	-0.87%	498,685	416,655
89	Treasurer	(255,400)	762,000	0	506,600	506,600	0	0	506,600	(295,449)	(369,621)	40,049	13.56%	In General Fund Total	
78	Personnel	543,783	1,900	0	545,683	545,683	0	0	545,683	482,547	389,489	61,236	12.69%	In General Fund Total	
107	Environmental Health	32,955	519,377	0	552,332	552,332	0	0	552,332	33,373	34,165	(418)	-1.25%	In General Fund Total	
197	CDBG-ED Revolving Loans	0	55,151	527,125	582,276	582,276	0	0	582,276	0	0	0	--	527,125	0
30	Accounting	584,562	3,657	0	588,219	588,219	0	0	588,219	542,884	512,323	41,678	7.68%	In General Fund Total	
47	Corporation Counsel	404,947	216,032	0	620,979	620,979	0	0	620,979	402,578	384,970	2,369	0.59%	In General Fund Total	
157	Circuit Courts	444,315	219,938	0	664,253	664,253	0	0	664,253	429,784	440,397	14,531	3.38%	In General Fund Total	
66	ATC Environmental Impact Fees	0	0	683,250	683,250	683,250	0	0	683,250	0	0	0	0.00%	In General Fund Total	
172	District Attorney / Victim Witness	461,118	273,554	0	734,672	734,672	0	0	734,672	434,544	407,566	26,574	6.12%	In General Fund Total	
102	Child Support	173,918	760,010	0	933,928	933,928	0	0	933,928	169,337	164,268	4,581	2.71%	In General Fund Total	
65	Library Board	1,027,131	0	0	1,027,131	1,027,131	0	0	1,027,131	1,001,008	994,708	26,123	2.61%	In General Fund Total	
58	Debt Service	0	1,523,084	0	1,523,084	1,078,060	0	445,024	1,523,084	0	0	0	--	900,353	1,345,377
161	Clerk of Courts	311,757	770,555	0	1,082,312	1,082,312	0	0	1,082,312	260,855	230,866	50,902	19.51%	In General Fund Total	
66	Transfer to HCC	1,206,048	0	115,440	1,321,488	1,321,488	0	0	1,321,488	1,199,401	1,193,724	6,647	0.55%	In General Fund Total	
126	Public Health	819,624	605,119	0	1,424,743	1,424,743	0	0	1,424,743	816,070	799,005	3,554	0.44%	In General Fund Total	
66	Transfer Sales Tax to Debt Service	1,425,334	0	0	1,425,334	1,425,334	0	0	1,425,334	1,573,599	1,553,599	(148,265)	-9.42%	In General Fund Total	
203	Conservation, Planning & Zoning	1,067,834	600,197	211,852	1,879,883	1,854,883	25,000	0	1,879,883	1,044,324	950,714	23,510	2.25%	In General Fund Total	
96	Aging & Disability Resource Center	272,581	1,712,517	7,000	1,992,098	1,957,098	35,000	0	1,992,098	242,704	241,939	29,877	12.31%	503,949	496,949
214	Parks	288,029	681,220	1,252,279	2,221,528	1,287,633	933,895	0	2,221,528	228,787	165,582	59,242	25.89%	In General Fund Total	
73	Management Information Systems	1,261,848	1,021,939	11,250	2,295,037	1,945,790	349,247	0	2,295,037	1,035,103	1,139,069	226,745	21.91%	In General Fund Total	
38	Building Services	2,256,404	320,345	850,000	3,426,749	2,086,749	1,340,000	0	3,426,749	2,500,508	2,820,085	(244,104)	-9.76%	In General Fund Total	
145	Highway	4,127,562	5,429,540	700,000	10,257,102	9,557,102	700,000	0	10,257,102	4,065,490	3,956,803	62,072	1.53%	11,991,281	11,291,281
111	Health Care Center	2,313,610	8,792,008	837,532	11,943,150	11,850,150	93,000	0	11,943,150	2,114,685	2,085,753	198,925	9.41%	4,375,293	3,537,761
188	Sheriff	12,003,720	1,597,407	25,000	13,626,127	13,333,127	293,000	0	13,626,127	11,908,868	11,641,761	94,852	0.80%	In General Fund Total	
117	Human Services	7,531,534	9,751,176	0	17,282,710	17,282,710	0	0	17,282,710	7,601,198	7,601,198	(69,664)	-0.92%	1,755,122	1,755,122
	ALL FUNDS TOTAL	**30,351,664**	**47,557,365**	**6,462,628**	**84,371,657**	**80,010,367**	**3,869,142**	**492,148**	**84,371,657**	**30,183,042**	**29,878,110**	**168,622**	**0.56%**	**64,013,210**	**58,042,730**

	2016 Amended	2017 Proposed	Dollar Change	Percent Change
Equalized Value (without tax incremental districts)	6,343,846,500	6,428,803,300	84,956,800	1.34%
Total Levy Rate	$4.76	$4.72	-$0.04	-0.77%
Total Levy Amount	30,183,042	30,351,664	168,622	0.56%
Impact of a one penny increase to the mil rate	$63,438	$64,288	$850	1.34%
Impact of a one penny increase to the mil rate on an average residential property	$1.67	$1.74		
Average residential property value	$166,700	$174,300	$7,600	4.56%
Average County tax on an average residential property	$793.13	$822.91	$29.77	3.75%

Sauk County 2017 Proposed Budget (Levy Use Order)

See Page	Department Name	Sources of Funds: Tax Levy	Revenue	Use of Fund Balance	Total Sources	Uses of Funds: Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	2016 Tax Levy (as amended)	2015 Tax Levy (as amended)	$ Change 2016 Amended to 2017 Proposed	% Change 2016 Amended to 2017 Proposed	Estimated Fund Balance Beginning 2017	Estimated Fund Balance End 2017
63	General Non-Departmental	(10,425,591)	9,827,474	600,000	1,883	1,883	0	0	1,883	(9,848,239)	(9,454,719)	(577,352)	-5.86%	37,489,201	33,292,625
83	Register of Deeds	(321,800)	545,000	0	223,200	223,200	0	0	223,200	(327,204)	(328,697)	5,404	1.65%	In General Fund Total	
89	Treasurer	(255,400)	762,000	0	506,600	506,600	0	0	506,600	(295,449)	(369,621)	40,049	13.56%	In General Fund Total	
66	ATC Environmental Impact Fees	0	0	683,250	683,250	683,250	0	0	683,250	0	0	0	0.00%	In General Fund Total	
155	CDBG-EAP Emerg Assist Prog	0	0	0	0	0	0	0	0	0	0	0	--	0	0
65	Court Appointed Special Advocate CASA	0	0	0	0	0	0	To Probate	0	50,000	0	(50,000)	-100.00%	In General Fund Total	
65	Class & Compensation Implementation	0	0	0	0	0	0	0	0	0	140,000	0	--	In General Fund Total	
66	Placemaking	0	0	0	0	0	0	0	0	0	30,000	0	--	In General Fund Total	
176	Drug Seizures Fund	0	100	11,000	11,100	11,100	0	0	11,100	0	0	0	--	68,334	57,334
201	CDBG-RLF Housing Rehab	0	20,000	0	20,000	20,000	0	0	20,000	0	0	0	--	7,825	7,825
105	Dog License Fund	0	28,000	0	28,000	28,000	0	0	28,000	0	0	0	--	1,228	1,228
199	CDBG-FRSB Flood Recov Sm Bus	0	2,400	0	2,400	2,400	0	0	2,400	0	0	0	--	0	0
67	Insurance	0	96,624	0	96,624	49,500	0	47,124	96,624	0	0	0	--	452,876	500,000
182	Jail Assessment	0	97,000	0	97,000	97,000	0	0	97,000	0	0	0	--	0	0
151	Landfill Remediation	0	14,300	101,365	115,665	115,665	0	0	115,665	0	0	0	--	4,822,852	4,721,487
93	Workers Compensation	0	284,779	0	284,779	284,779	0	0	284,779	0	0	0	--	619,086	619,086
65	Contingency	0	0	350,000	350,000	350,000	0	0	350,000	0	0	0	--	In General Fund Total	
197	CDBG-ED Revolving Loans	0	55,151	527,125	582,276	582,276	0	0	582,276	0	0	0	--	527,125	0
140	Women, Infants & Children	0	389,718	47,505	437,223	437,223	0	0	437,223	0	0	0	--	In General Fund Total	
58	Debt Service	0	1,523,084	0	1,523,084	1,078,060	0	445,024	1,523,084	0	0	0	--	900,353	1,345,377
65	Charitable / Penal Fines	242	0	0	242	242	0	0	242	2,020	5,313	(1,778)	-88.02%	In General Fund Total	
65	Pink Lady Rail Transit Commission	1,200	0	0	1,200	1,200	0	0	1,200	900	675	300	33.33%	In General Fund Total	
65	Baraboo Dells Airport	4,100	0	0	4,100	4,100	0	0	4,100	4,100	4,100	0	0.00%	In General Fund Total	
65	Reedsburg Airport	4,100	0	0	4,100	4,100	0	0	4,100	4,100	4,100	0	0.00%	In General Fund Total	
65	Sauk Prairie Airport, Inc.	4,100	0	0	4,100	4,100	0	0	4,100	4,100	4,100	0	0.00%	In General Fund Total	
65	Tri-County Airport	15,665	0	0	15,665	15,665	0	0	15,665	15,665	16,805	0	0.00%	In General Fund Total	
65	Wisconsin River Rail Transit	28,000	0	0	28,000	28,000	0	0	28,000	28,000	28,000	0	0.00%	In General Fund Total	
107	Environmental Health	32,955	519,377	0	552,332	552,332	0	0	552,332	33,373	34,165	(418)	-1.25%	In General Fund Total	
66	Sauk County Development Corporation	30,000	0	0	30,000	30,000	0	0	30,000	10,000	72,528	20,000	200.00%	In General Fund Total	
195	Arts, Humanities, Historic Preservation	68,762	7,010	0	75,772	75,772	0	0	75,772	64,762	64,762	4,000	6.18%	In General Fund Total	
86	Surveyor	81,346	0	0	81,346	81,346	0	0	81,346	81,619	81,232	(273)	-0.33%	In General Fund Total	
178	Emergency Management	123,902	68,250	0	192,152	192,152	0	0	192,152	93,698	124,140	30,204	32.24%	In General Fund Total	
66	UW-Baraboo / Sauk County	131,000	0	0	131,000	131,000	0	0	131,000	90,000	115,000	41,000	45.56%	In General Fund Total	
165	Coroner	134,155	30,000	0	164,155	164,155	0	0	164,155	129,287	150,569	4,868	3.77%	In General Fund Total	
51	County Board	152,026	0	0	152,026	152,026	0	0	152,026	142,044	142,198	9,982	7.03%	In General Fund Total	
102	Child Support	173,918	760,010	0	933,928	933,928	0	0	933,928	169,337	164,268	4,581	2.71%	In General Fund Total	
168	Court Commissioner	186,193	50,521	0	236,714	236,714	0	0	236,714	183,411	178,075	2,782	1.52%	In General Fund Total	
69	Land Records Modernization	198,128	201,800	82,030	481,958	381,958	100,000	0	481,958	199,870	0	(1,742)	-0.87%	498,685	416,655
184	Register in Probate	202,094	23,000	0	225,094	225,094	0	0	225,094	146,524	125,653	55,570	37.93%	In General Fund Total	
34	Administrative Coordinator	242,588	0	5,000	247,588	247,588	0	0	247,588	195,864	216,585	46,724	23.86%	In General Fund Total	
53	County Clerk / Elections	250,887	98,117	0	349,004	349,004	0	0	349,004	221,431	192,664	29,456	13.30%	In General Fund Total	
96	Aging & Disability Resource Center	272,581	1,712,517	7,000	1,992,098	1,957,098	35,000	0	1,992,098	242,704	241,939	29,877	12.31%	503,949	496,949
43	Criminal Justice Coordinating	276,079	129,233	45,000	450,312	450,312	0	0	450,312	240,000	0	36,079	15.03%	In General Fund Total	
214	Parks	288,029	681,220	1,252,279	2,221,528	1,287,633	933,895	0	2,221,528	228,787	165,582	59,242	25.89%	In General Fund Total	
136	Veterans Service	304,269	11,500	0	315,769	315,769	0	0	315,769	297,769	296,193	6,500	2.18%	In General Fund Total	

Sauk County 2017 Proposed Budget (Levy Use Order)

See Page	Department Name	Sources of Funds: Tax Levy	Revenue	Use of Fund Balance	Total Sources	Uses of Funds: Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	2016 Tax Levy (as amended)	2015 Tax Levy (as amended)	$ Change 2016 Amended to 2017 Proposed	% Change 2016 Amended to 2017 Proposed	Estimated Fund Balance Beginning 2017	Estimated Fund Balance End 2017
161	Clerk of Courts	311,757	770,555	0	1,082,312	1,082,312	0	0	1,082,312	260,855	230,866	50,902	19.51%	In General Fund Total	
219	UW Extension	357,005	15,813	0	372,818	372,818	0	0	372,818	361,123	330,471	(4,118)	-1.14%	In General Fund Total	
47	Corporation Counsel	404,947	216,032	0	620,979	620,979	0	0	620,979	402,578	384,970	2,369	0.59%	In General Fund Total	
157	Circuit Courts	444,315	219,938	0	664,253	664,253	0	0	664,253	429,784	440,397	14,531	3.38%	In General Fund Total	
172	District Attorney / Victim Witness	461,118	273,554	0	734,672	734,672	0	0	734,672	434,544	407,566	26,574	6.12%	In General Fund Total	
78	Personnel	543,783	1,900	0	545,683	545,683	0	0	545,683	482,547	389,489	61,236	12.69%	In General Fund Total	
30	Accounting	584,562	3,657	0	588,219	588,219	0	0	588,219	542,884	512,323	41,678	7.68%	In General Fund Total	
126	Public Health	819,624	605,119	0	1,424,743	1,424,743	0	0	1,424,743	816,070	799,005	3,554	0.44%	In General Fund Total	
65	Library Board	1,027,131	0	0	1,027,131	1,027,131	0	0	1,027,131	1,001,008	994,708	26,123	2.61%	In General Fund Total	
203	Conservation, Planning & Zoning	1,067,834	600,197	211,852	1,879,883	1,854,883	25,000	0	1,879,883	1,044,324	950,714	23,510	2.25%	In General Fund Total	
73	Management Information Systems	1,261,848	1,021,939	11,250	2,295,037	1,945,790	349,247	0	2,295,037	1,035,103	1,139,069	226,745	21.91%	In General Fund Total	
66	Transfer to HCC	1,206,048	0	115,440	1,321,488	1,321,488	0	0	1,321,488	1,199,401	1,193,724	6,647	0.55%	In General Fund Total	
66	Transfer Sales Tax to Debt Service	1,425,334	0	0	1,425,334	1,425,334	0	0	1,425,334	1,573,599	1,553,599	(148,265)	-9.42%	In General Fund Total	
38	Building Services	2,256,404	320,345	850,000	3,426,749	2,086,749	1,340,000	0	3,426,749	2,500,508	2,820,085	(244,104)	-9.76%	In General Fund Total	
111	Health Care Center	2,313,610	8,792,008	837,532	11,943,150	11,850,150	93,000	0	11,943,150	2,114,685	2,085,753	198,925	9.41%	4,375,293	3,537,761
145	Highway	4,127,562	5,429,540	700,000	10,257,102	9,557,102	700,000	0	10,257,102	4,065,490	3,956,803	62,072	1.53%	11,991,281	11,291,281
117	Human Services	7,531,534	9,751,176	0	17,282,710	17,282,710	0	0	17,282,710	7,601,198	7,601,198	(69,664)	-0.92%	1,755,122	1,755,122
188	Sheriff	12,003,720	1,597,407	25,000	13,626,127	13,333,127	293,000	0	13,626,127	11,908,868	11,641,761	94,852	0.80%	In General Fund Total	
	ALL FUNDS TOTAL	**30,351,664**	**47,557,365**	**6,462,628**	**84,371,657**	**80,010,367**	**3,869,142**	**492,148**	**84,371,657**	**30,183,042**	**29,878,110**	**168,622**	**0.56%**	**64,013,210**	**58,042,730**

	2016 Amended	2017 Proposed	Dollar Change	Percent Change
Equalized Value (without tax incremental districts)	6,343,846,500	6,428,803,300	84,956,800	1.34%
Total Levy Rate	$4.76	$4.72	-$0.04	-0.77%
Total Levy Amount	30,183,042	30,351,664	168,622	0.56%
Impact of a one penny increase to the mil rate	$63,438	$64,288	$850	1.34%
Impact of a one penny increase to the mil rate on an average residential property	$1.67	$1.74		
Average residential property value	$166,700	$174,300	$7,600	4.56%
Average County tax on an average residential property	$793.13	$822.91	$29.77	3.75%

SAUK COUNTY, WISCONSIN
2017 BUDGET APPROPRIATION
OUTSIDE AGENCY SUMMARY

Outside Agency	Oversight Committee	Departmental Budget	2013 Budgeted Appropriation	2014 Budgeted Appropriation	2015 Budgeted Appropriation	2016 Budgeted Appropriation	2017 Request	2017 Oversight Committee	2017 Finance Committee	2016 to 2017 Change $	2016 to 2017 Change %
Sauk County Historical Society	UW Extension, Arts & Culture	Arts, Humanities & Historic Preservation	$10,000	$10,000	$11,000	$11,000	$15,000	$15,000	$15,000	$4,000	36.36%
Wormfarm Institute*	UW Extension, Arts & Culture	Arts, Humanities & Historic Preservation	0	40,000	0	0	0	0	0	$0	--
Agricultural Society (Fair Board)	UW Extension, Arts & Culture	UW Extension	20,000	25,000	25,000	25,000	25,000	25,000	25,000	$0	0.00%
Central WI Community Action Council	Human Services	Human Services	7,500	7,500	7,500	7,500	7,500	7,500	7,500	$0	0.00%
Hope House	Human Services	Human Services	25,000	25,000	25,000	25,000	25,000	25,000	25,000	$0	0.00%
Conservation Congress	Conservation Planning & Zoning	Conservation Planning & Zoning	1,200	1,200	1,300	1,300	1,300	1,300	1,300	$0	0.00%
										$0	--
Library Board	Finance	Non-Departmental	935,174	926,961	994,708	1,001,008	1,027,131	1,027,131	1,027,131	$26,123	2.61%
UW-Baraboo/Sauk County - Operating	Finance	Non-Departmental	80,000	80,000	115,000	90,000	131,000	131,000	131,000	$41,000	45.56%
UW-Baraboo/Sauk County - Science Facility	Finance	Non-Departmental	65,000	2,365,000	533,750	0 *	0	0	0	$0	--
Baraboo Dells Airport	Economic Development	Non-Departmental	4,100	4,100	4,100	4,100	4,100	4,100	4,100	$0	0.00%
Pink Lady Rail Transit Commission	Economic Development	Non-Departmental	585	0	675	900	1,200	1,200	1,200	$300	33.33%
Reedsburg Airport	Economic Development	Non-Departmental	4,100	4,100	4,100	4,100	4,100	4,100	4,100	$0	0.00%
Sauk County Development Corporation	Economic Development	Non-Departmental	67,528	67,528	72,528	10,000	75,000	50,000	30,000	$20,000	200.00%
Sauk Prairie Airport, Inc.	Economic Development	Non-Departmental	4,100	4,100	4,100	4,100	4,100	4,100	4,100	$0	0.00%
Tri-County Airport	Economic Development	Non-Departmental	15,665	21,336	16,805	15,665	15,665	15,665	15,665	$0	0.00%
Wisconsin River Rail Transit	Economic Development	Non-Departmental	28,000	28,000	28,000	28,000	28,000	28,000	28,000	$0	0.00%
Court Appointed Special Advocate (CASA)	Law Enforcement & Judiciary	Register in Probate	5,000	0	0	50,000	50,000	50,000	50,000	$0	0.00%
Animal Shelter	Law Enforcement & Judiciary	Sheriff	147,000	147,000	147,000	147,000	147,000	147,000	147,000	$0	0.00%
Disabled Parking Enforcement Assistance Council	Law Enforcement & Judiciary	Sheriff	1,200	1,300	1,300	1,300	1,300	1,300	1,300	$0	0.00%
Total Outside Agencies			$1,431,152	$3,758,125	$1,991,866	$1,425,973	$1,562,396	$1,537,396	$1,517,396	$91,423	4.59%

* Funded by General Fund balance.

Property Tax Levy By Function

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2017 Change from 2016 Budget $	%
General Government	(3,358,380)	(2,859,559)	(2,222,294)	(2,023,057)	(2,393,441)	(2,153,183)	(1,552,455)	(1,946,585)	(1,895,424)	(2,608,569)	(713,145)	-37.62%
Justice & Public Safety	11,353,195	11,855,971	12,130,334	12,121,165	12,867,604	12,814,500	12,660,218	12,870,027	13,169,471	13,452,254	282,783	2.15%
Public Works	3,418,007	3,674,868	3,729,327	3,774,250	3,894,712	3,959,494	3,995,100	4,014,583	4,122,355	4,184,727	62,372	1.51%
Health & Human Services	11,281,842	11,745,273	11,901,374	11,562,676	11,198,771	11,132,627	10,640,054	11,331,521	11,323,136	11,542,491	219,355	1.94%
Culture	62,750	62,750	63,750	63,751	63,751	63,762	63,762	64,762	64,762	68,762	4,000	6.18%
Recreation	172,930	156,837	158,142	175,290	151,918	159,323	158,240	165,582	228,787	229,529	742	0.32%
Education	1,122,444	1,179,681	1,255,073	1,295,361	1,334,179	1,319,878	1,317,915	1,440,179	1,452,131	1,515,136	63,005	4.34%
Development	132,082	124,846	123,996	131,019	67,528	67,528	67,528	72,528	10,000	30,000	20,000	200.00%
Conservation	773,062	794,967	739,657	727,129	611,756	739,201	738,916	925,714	1,019,324	1,042,834	23,510	2.31%
Capital Outlay	489,537	608,945	463,612	460,500	467,000	405,500	509,600	1,024,000	688,500	894,500	206,000	29.92%
Debt Service	250,000	250,000	250,000	250,000	250,000	250,000	250,000	0	0	0	0	--
All Funds Total	25,697,469	27,594,579	28,592,971	28,538,084	28,513,778	28,758,630	28,848,878	29,962,311	30,183,042	30,351,664	168,622	0.56%

The general government function contains significant revenues that are not directly related to other functions, such as approximately $8.0 million in sales tax collections. This forces the general government function to have a net reduction of the property tax levy.

The total levy recorded in the historical actuals of this summary may differ from the dollars levied due to delinquent taxes.

Property tax as levied	*25,805,357*	*27,714,671*	*28,659,120*	*28,531,297*	*28,531,297*	*28,531,297*	*28,854,774*	*29,878,110*	*30,183,042*	*30,351,664*
Adjustment for delinquent taxes	*(107,888)*	*(120,092)*	*(66,149)*	*6,787*	*(17,519)*	*227,333*	*(5,896)*	*84,201*	*TBD*	*TBD*
Property tax recognized	*25,697,469*	*27,594,579*	*28,592,971*	*28,538,084*	*28,513,778*	*28,758,630*	*28,848,878*	*29,962,311*	*30,183,042*	*30,351,664*
Diff should be zero	0	0	0	0	0	0	0	0	0	0

TBD - To be determined

REVENUE SUMMARY

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Budget	2017 Budget	2017 Change from 2016 Budget $	%
Property Tax	25,697,469	27,594,579	28,592,971	28,538,084	28,513,778	28,758,630	28,848,878	29,962,311	30,183,042	30,183,042	30,351,664	168,622	0.56%
Sales Tax	7,183,473	6,656,427	7,142,957	7,140,919	7,323,695	7,519,870	8,000,256	8,483,880	8,600,000	7,470,179	8,000,000	529,821	7.09%
Other Taxes	1,064,858	1,102,897	1,471,784	1,471,826	1,216,591	1,499,732	1,081,741	1,038,274	709,718	692,150	645,150	(47,000)	-6.79%
Grants and Aids	22,036,948	21,965,828	20,322,130	15,454,695	17,812,002	15,493,175	15,092,600	16,686,932	18,191,082	15,972,845	17,399,678	1,426,833	8.93%
Intergovernmental	9,780,494	8,696,291	8,101,536	6,409,031	6,349,543	6,720,854	6,856,581	8,050,984	7,369,015	7,309,956	6,820,057	(489,899)	-6.70%
Licenses & Permits	336,047	362,153	308,684	284,166	307,027	357,252	362,804	436,630	377,302	367,712	779,120	411,408	111.88%
User Fees	8,094,893	7,939,683	8,398,720	8,641,950	8,766,447	8,767,573	8,640,799	8,903,794	8,659,198	9,451,951	9,004,279	(447,672)	-4.74%
Fines & Forfeitures	768,690	685,337	672,640	632,535	630,711	653,695	509,814	488,298	445,602	468,800	469,800	1,000	0.21%
Donations	64,135	155,229	149,481	133,789	108,368	94,224	105,471	117,837	85,617	125,000	91,500	(33,500)	-26.80%
Interest	1,592,038	619,239	300,757	235,694	159,865	154,963	152,037	200,646	117,479	140,393	201,834	61,441	43.76%
Rent	146,103	145,920	156,464	239,451	258,997	304,984	343,047	398,678	398,436	397,496	400,791	3,295	0.83%
Bond / Note Proceeds	0	0	0	0	0	0	2,683,009	0	7,392,309	0	0	0	--
Use of Fund Balance	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	6,805,996	6,462,628	(343,368)	-5.05%
Transfers from Other Funds	3,203,563	3,049,160	3,197,442	4,291,211	4,427,389	4,469,580	8,272,329	5,569,275	4,952,199	3,559,600	3,595,822	36,222	1.02%
Other	732,266	(418,241)	372,031	503,828	268,027	270,659	436,232	482,810	255,030	497,123	149,334	(347,789)	-69.96%
Total Revenues	80,700,977	78,554,502	79,187,597	73,977,179	76,142,440	75,065,191	81,385,598	80,820,349	87,736,029	83,442,243	84,371,657	929,414	1.11%

The total levy recorded in the historical actuals of this summary may differ from the dollars levied due to delinquent taxes.

Property tax as levied	*25,805,357*	*27,714,671*	*28,659,120*	*28,531,297*	*28,531,297*	*28,531,297*	*28,854,774*	*29,878,110*	*30,183,042*	*30,183,042*	*30,351,664*
Adjustment for delinquent taxes	*(107,888)*	*(120,092)*	*(66,149)*	*6,787*	*(17,519)*	*227,333*	*(5,896)*	*84,201*	*TBD*	*TBD*	*TBD*
Property tax recognized	*25,697,469*	*27,594,579*	*28,592,971*	*28,538,084*	*28,513,778*	*28,758,630*	*28,848,878*	*29,962,311*	*30,183,042*	*30,183,042*	*30,351,664*

TBD - To be determined

The 2016 Budget figures represent the 2016 budget as modified by County Board action through August 2016.

EXPENSE SUMMARY

Functional Area	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Budget *	2017 Budget	2017 Change from 2016 Budget $	%
General Government	5,854,328	6,068,330	6,160,637	6,302,382	6,021,743	5,880,544	6,509,131	6,820,291	7,599,178	8,342,346	8,172,273	(170,073)	-2.04%
Public Works/Transportation	10,307,851	9,920,059	9,207,140	8,553,452	9,072,072	9,761,387	9,217,817	8,922,779	9,669,547	9,679,088	9,721,932	42,844	0.44%
Culture	70,933	72,861	63,402	79,593	75,395	70,447	111,109	67,191	71,772	71,772	75,772	4,000	5.57%
Recreation	324,199	351,188	528,524	451,266	324,642	332,244	348,429	633,694	765,301	1,781,897	1,312,633	(469,264)	-26.34%
Education	1,139,744	1,189,517	1,248,392	1,278,844	1,300,442	1,297,236	1,323,324	1,405,734	1,402,384	1,452,304	1,505,949	53,645	3.69%
Justice & Public Safety	16,718,093	20,180,830	20,057,347	16,179,689	17,216,621	16,434,762	16,338,309	16,437,077	16,596,254	16,811,621	17,190,164	378,543	2.25%
Health & Human Services	33,129,614	29,219,706	30,778,337	27,789,027	27,375,464	26,874,023	28,115,218	30,120,369	32,426,172	31,886,063	32,981,305	1,095,242	3.43%
Conservation	1,882,685	1,839,254	1,516,641	1,322,156	1,257,720	1,274,336	1,496,054	1,681,472	1,826,481	2,095,204	2,336,792	241,588	11.53%
Economic Development	147,160	555,677	141,843	450,602	709,951	68,340	458,603	138,281	32,080	668,494	833,617	165,123	24.70%
Debt Service	2,771,561	2,577,080	3,073,646	2,987,693	2,958,762	3,038,919	7,130,108	1,603,055	8,972,710	2,423,322	2,284,108	(139,214)	-5.74%
Capital Outlay	1,379,096	1,454,301	1,585,297	1,519,511	2,666,859	2,041,883	1,758,744	4,526,639	2,179,614	4,193,404	3,869,142	(324,262)	-7.73%
Transfer to Other Funds	3,203,563	3,049,159	3,197,442	4,291,211	4,427,389	4,469,580	8,305,333	5,569,275	4,952,199	3,559,600	3,595,822	36,222	1.02%
Addition to Fund Balance	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	477,128	492,148	15,020	3.15%
Total Gross Expenditures	76,928,827	76,477,962	77,558,648	71,205,426	73,407,061	71,543,701	81,112,179	77,925,857	86,493,692	83,442,243	84,371,657	929,414	1.11%

Expenditure Category	2008 Actual	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Budget *	2017 Budget	2017 Change from 2016 Budget $	%
Wages & Salaries	26,939,941	27,789,056	28,560,250	26,697,176	26,476,342	26,969,999	27,647,942	29,521,669	30,321,422	30,896,375	31,657,799	761,424	2.46%
Labor Benefits	12,133,345	12,856,499	12,544,958	11,330,879	10,792,482	11,189,831	11,393,077	10,982,993	11,481,444	11,716,426	12,287,797	571,371	4.88%
Supplies & Services	30,501,322	28,751,867	28,597,054	24,378,956	26,085,227	23,833,489	24,876,975	25,722,226	28,586,303	30,175,988	30,184,841	8,853	0.03%
Debt Service	2,771,561	2,577,080	3,073,646	2,987,693	2,958,762	3,038,920	7,130,109	1,603,055	8,972,710	2,423,322	2,284,108	(139,214)	-5.74%
Capital Outlay	1,379,095	1,454,301	1,585,296	1,519,511	2,666,859	2,041,883	1,758,744	4,526,639	2,179,614	4,193,404	3,869,142	(324,262)	-7.73%
Transfer to Other Funds	3,203,563	3,049,159	3,197,442	4,291,211	4,427,389	4,469,579	8,305,333	5,569,275	4,952,199	3,559,600	3,595,822	36,222	1.02%
Addition to Fund Balance	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	477,128	492,148	15,020	3.15%
Total Gross Expenditures	76,928,827	76,477,962	77,558,646	71,205,426	73,407,061	71,543,701	81,112,180	77,925,857	86,493,692	83,442,243	84,371,657	929,414	1.11%

* The 2016 Budget figures represent the 2016 budget as modified by County Board action through August 2016.

FUND BALANCES ANTICIPATED AT YEAREND	Actual Year-End 2013	Actual* Year-End 2014	Actual Year-End 2015	Estimated Fund Balance 1/1/2017	2017 Budgeted Revenues	2017 Property Tax Levy	2017 Budgeted Expenditures	Addition to (Use of) Fund Balance	Estimated Fund Balance 12/31/2017
Nonspendable for Prepaid Items	41,146	170,853	98,684	98,684					98,684
Nonspendable for Long-Term Delinquent Taxes Receivable	1,797,662	1,550,764	1,312,995	1,312,995					1,312,995
Nonspendable for Long-Term Loan to Tri-County Airport Receivable	6,744	5,396	4,047	2,698				-1,349	1,349
Nonspendable for Inventories	15,070	14,972	18,516	18,516					18,516
Nonspendable for Interfund Receivable	0	0	82,769	82,769					82,769
Restricted Sales Taxes Collected but Unexpended	688,499	0	0	0					0
Assigned for Alice in Dairyland Trust	4,978	3,481	0	0					0
Assigned for Carryforward Funds	1,498,834	3,583,307	1,837,819	1,000,000					1,000,000
Assigned for Budgeted Use of Fund Balance	4,203,088	3,364,272	2,178,623	4,196,576				-3,246,576	950,000
Unassigned (Working Capital)	11,061,785	14,560,789	14,452,129	14,255,594				1,080,651	15,336,245
Unassigned	12,494,046	10,318,894	14,672,385	16,521,369	19,548,886	15,908,249	39,653,711	-2,029,302	14,492,067
Total General Fund	31,811,852	33,572,728	34,999,172	37,489,201	19,548,886	15,908,249	39,653,711	-4,196,576	33,292,625
Aging & Disability Resource Center	391,220	259,311	343,041	503,949	1,712,517	272,581	1,992,098	-7,000	496,949
Human Services	4,236,271	3,513,696	3,025,542	1,755,122	9,751,176	7,531,534	17,282,710	0	1,755,122
Jail Assessment	13,976	0	0	0	97,000	0	97,000	0	0
Land Records Modernization	739,447	709,135	588,692	498,685	201,800	198,128	481,958	-82,030	416,655
Landfill Remediation	5,090,000	5,010,678	4,920,817	4,822,852	14,300	0	115,665	-101,365	4,721,487
Drug Seizures	113,397	103,418	79,334	68,334	100	0	11,100	-11,000	57,334
CDBG-ED Revolving Loans	494,480	362,943	450,727	527,125	55,151	0	582,276	-527,125	0
CDBG-Flood Recovery Small Business	57	0	0	0	2,400	0	2,400	0	0
CDBG-Emergency Assistance Program	333,091	291,436	86,544	0	0	0	0	0	0
CDBG-Revolving Loan Fund Housing Rehabilitation	12,500	-25	3,170	7,825	20,000	0	20,000	0	7,825
Dog License	1,265	1,101	1,228	1,228	28,000	0	28,000	0	1,228
Total Special Revenue Funds	11,425,704	10,251,693	9,499,095	8,185,120	11,882,444	8,002,243	20,613,207	-728,520	7,456,600
Debt Service	0	0	444,582	900,353	1,523,084	0	1,078,060	445,024	1,345,377
Health Care Center	2,757,619	4,035,187	4,528,241	4,375,293	8,792,008	2,313,610	11,943,150	-837,532	3,537,761
Highway	9,846,414	10,824,620	11,991,281	11,991,281	5,429,540	4,127,562	10,257,102	-700,000	11,291,281
Total Enterprise Funds	12,604,033	14,859,807	16,519,522	16,366,574	14,221,548	6,441,172	22,200,252	-1,537,532	14,829,042
Insurance	468,176	489,616	485,931	452,876	96,624	0	49,500	47,124	500,000
Workers Compensation	712,280	702,544	822,571	619,086	284,779	0	284,779	0	619,086
Total Internal Service Funds	1,180,456	1,192,160	1,308,502	1,071,962	381,403	0	334,279	47,124	1,119,086
GRAND TOTAL - ALL FUNDS	57,022,045	59,876,388	62,770,873	64,013,210	47,557,365	30,351,664	83,879,509	-5,970,480	58,042,730

*As restated, when applicable.

Fund balances are segregated into five classifications.

1. Nonspendable - Amounts cannot be spent because they are a) not in spendable form or b) legally or contractually required to be maintained intact.

2. Restricted - Amounts are restricted by external parties (i.e. creditors, grantors, contributors) or laws / regulations of other governments or restricted by law through constitutional provisions or enabling legislation, such as an ordinance.

3. Committed - Amounts that can only be used for a specific purpose pursuant to constraints imposed by formal action of the government's highest level of decision making authority. The formal action must occur prior to the end of the reporting period. The amount, which will be subject to the constraint, may be determined in the subsequent period.

4. Assigned - Amounts constrained by the government's intent to be used for specific purposes that are neither restricted nor committed.

5. Unassigned - A residual classification for the General Fund. The total fund balance less amounts categorized as nonspendable, restricted, committed and assigned equals unassigned fund balance.

Fund Balance - Budgeted Usage

General Fund		
Building Services		
Use of fund balance for energy cost saving measures	225,000	
Use of fund balance for communications infrastructure upgrades	375,000	
Use of fund balance for remodel of 3rd floor of the Courthouse annex	250,000	850,000
Sheriff		
Use of fund balance for boat purchase	25,000	25,000
Administrative Coordinator		
Use of fund balance for relocation expenses	5,000	5,000
Management Information Systems		
Use of fund balance for phone system transition	11,250	11,250
Criminal Justice Coordinating		
Startup cost for sober living, monitoring and transportation	45,000	45,000
Conservation, Planning & Zoning		
Use of carryforward planning funds for placemaking initiative	201,341	
Use of carryforward Baraboo Range monitoring funds	5,445	
Use of carryforward Youth Day donations	5,075	211,861
Parks		
Use of fund balance for Great Sauk Trail development	369,652	
Use of fund balance of White Mound office building	650,000	
Use of carryforward White Mound house maintenance funds	2,936	
Use of carryforward Health Care Center Firehouse funds	4,296	
Use of carryforward environmental impact fees	225,395	1,252,279
Women, Infants & Children		
Use of carryforward program funds	47,505	47,505
General		
Fund vacancy factor with fund balance	600,000	
Fund contingency fund with fund balance	350,000	
Use of carryforward environmental impact fees	683,250	
Use of fund balance for Home Care unemployment	115,440	1,748,690
General Fund Total		4,196,585

Other Funds		
Aging & Disability Resource Center		
Use of accumulated program funds for vehicle purchase	7,000	7,000
Land Records Modernization		
Use of accumulated program funds for monumentation and capital	82,293	82,293
Landfill Remediation		
Use of program funds for long term care	101,365	101,365
Drug Seizures		
Use of program funds for drug enforcement equipment	11,000	11,000
CDBG-ED Revolving Loans		
Use of carryforward program funds to issue development loans	527,125	527,125
Health Care Center		
Fund depreciation with fund balance	480,000	
Use of carryforward funds for boiler repairs	40,000	
Fund vacancy factor with fund balance	317,532	837,532
Highway		
Use of fund balance for outlay	700,000	700,000
Non-General Fund Total		2,266,315
Grand Total Use of Fund Balances and Carryforward Funds		6,462,900

This summary lists the planned uses of available fund balances in the 2017 budget.

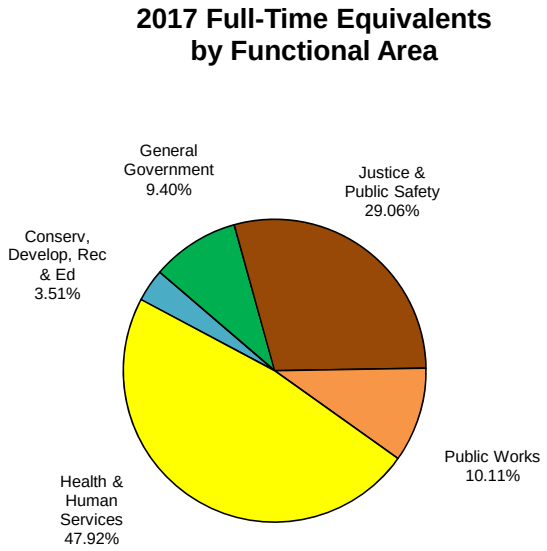
Some of the items listed are carryforwards - continuation of projects started in 2016 or earlier and expected to be continued in 2017, or expenditure of funds from a source that designated their use for a specific purpose.

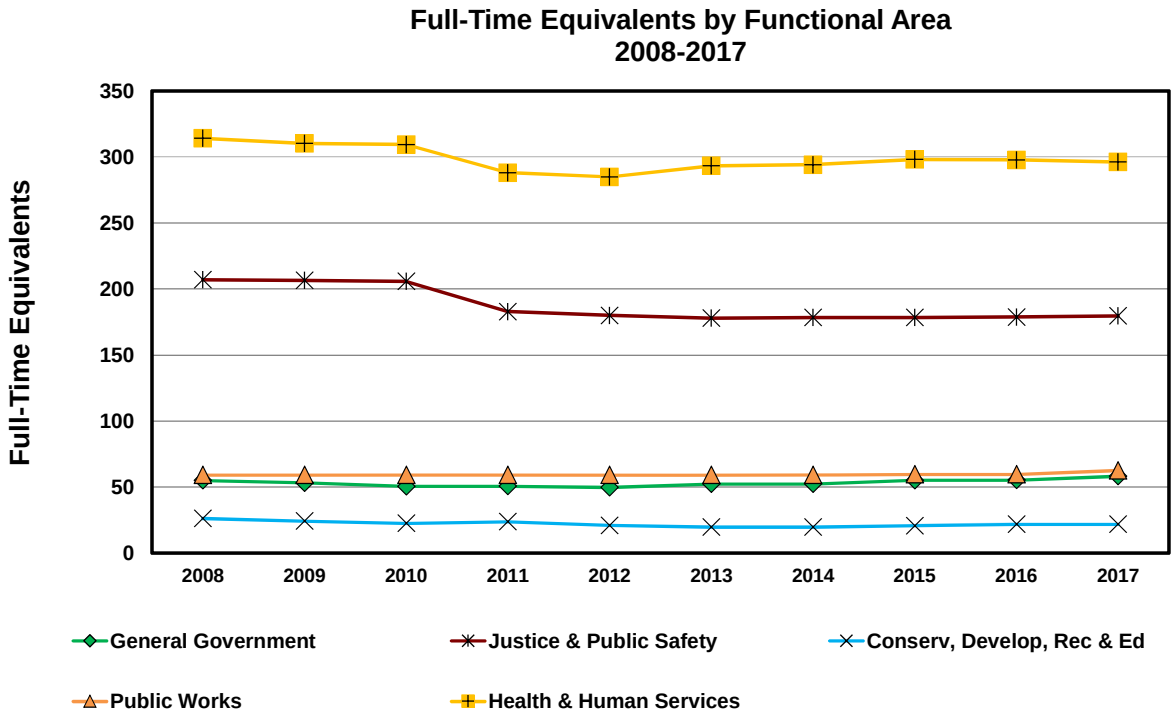
The remaining items are funded by fund balance due to conscious decisions by the County Board to use available funds for one-time projects or to keep certain funds' balances at a level deemed adequate as specified by County Board or Committee action.

Full-Time Equivalents by Functional Area

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
General Government	54.87	53.14	50.50	50.59	49.72	52.30	52.30	55.05	55.13	58.07
Justice & Public Safety	207.00	206.42	205.69	182.77	179.88	177.88	178.37	178.32	178.66	179.59
Public Works	59.00	59.00	59.00	59.00	59.00	59.00	59.00	59.50	59.50	62.5
Health & Human Services	314.19	310.18	309.36	288.02	284.87	293.29	294.10	298.13	297.68	296.16
Recreation	3.78	3.78	3.78	3.78	3.78	3.78	3.78	3.78	4.78	4.78
Education	2.51	2.51	2.51	2.51	2.64	2.64	2.64	2.71	2.71	2.71
Development	0.95	0.85	0.85	0.85	0.00	0.00	0.00	0.00	0.00	0.00
Conservation	18.85	16.95	15.29	16.54	14.39	13.15	13.56	14.19	14.19	14.19
Totals	661.15	652.83	646.98	604.06	594.28	602.04	603.75	611.68	612.65	618.00

Note: This summary excludes any funding source information.





Full-Time Equivalents (FTE's) Allocated by Department in the Original Adopted Budgets

	2008 Balance	2009 Change	2010 Change	2011 Change	2012 Change	2013 Change	2014 Change	2015 Change	2016 Change	2017 Change	2017 Balance	FTE Change from 2008 to 2017
General Government												
Accounting	4.50		-0.50						0.50		4.50	0.00
Administrative Coordinator	1.50		-0.50		0.50			1.00	-1.00		1.50	0.00
Building Services	10.00	-0.23						1.00	-0.44	-0.83	9.50	-0.50
Corporation Counsel	6.50		-0.50			0.29					6.29	-0.21
County Clerk / Elections	4.00				-0.92					0.92	4.00	0.00
Criminal Justice Coordinating	0.00								1.00	2.25	3.25	3.25
Land Records Modernization (from Cons, Dev, Rec, Cul, Ed)	0.00					1.20		0.29	3.00	-0.49	4.00	4.00
Management Information Systems (MIS)	9.00			1.50		0.80		1.00	-1.67	-0.26	10.37	1.37
Mapping (to MIS & Treasurer)	2.00		0.50	-2.50							0.00	-2.00
Personnel	6.30	-1.00	-1.30	0.25	-0.45	0.29		0.21	0.01	0.85	5.16	-1.14
Register of Deeds	4.00	-0.50	-0.34	-0.16							3.00	-1.00
Surveyor	1.00										1.00	0.00
Treasurer	6.07			1.00				-0.75	-1.32	0.50	5.50	-0.57
Total General Government	54.87	-1.73	-2.64	0.09	-0.87	2.58	0.00	2.75	0.08	2.94	58.07	3.20
Justice & Public Safety												
Circuit Courts	3.79			-0.20	-0.19						3.40	-0.39
Clerk of Court	14.00						-1.00		-1.00		12.00	-2.00
Coroner	1.00										1.00	0.00
Court Commissioner/Family Court Counseling	1.94			0.06							2.00	0.06
District Attorney / Victim Witness	9.00		-0.40	-0.60	-0.77	0.37	0.20				7.80	-1.20
Emergency Management	2.00								-0.66	0.41	1.75	-0.25
Family Court Counselling (to Court Commissioner)	0.06			-0.06							0.00	-0.06
Register in Probate	2.00										2.00	0.00
Sheriff's Department	173.21	-0.58	-0.33	-22.12	-1.93	-2.37	1.29	-0.05	2.00	0.52	149.64	-23.57
Total Justice & Public Safety	207.00	-0.58	-0.73	-22.92	-2.89	-2.00	0.49	-0.05	0.34	0.93	179.59	-27.41
Public Works												
Highway	59.00							0.50		3.00	62.50	3.50
Total Public Works	59.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	0.00	3.00	62.50	3.50
Health & Human Services												
ADRC / Commission on Aging	14.50	1.50	2.81	-0.92	-1.02	4.77		-5.85	3.12	2.59	21.50	7.00
Bioterrorism	0.50		-0.50								0.00	-0.50
Child Support	11.00		0.96	-0.96							11.00	0.00
Environmental Health	2.50	1.00		1.02	-0.92	0.15		0.65	0.17	2.26	6.83	4.33
Health Care Center	138.10	-10.23	0.47	5.68	0.51	0.04	-0.47	8.89	-1.62	-8.16	133.21	-4.89
Home Care	9.51			-0.39	-1.52	-0.15	-1.55	-5.90			0.00	-9.51
Human Services	123.01	3.06	-4.80	-26.58	-0.20	2.18	1.30	1.98	-0.96	1.30	100.29	-22.72
Public Health	8.75		0.24	0.81		0.75	1.53	0.70	0.83	0.70	14.31	5.56
Veterans' Services	3.00							1.06	-0.06		4.00	1.00
Women, Infants and Children	3.32	0.66				0.68		2.50	-1.93	-0.21	5.02	1.70
Total Health & Human Services	314.19	-4.01	-0.82	-21.34	-3.15	8.42	0.81	4.03	-0.45	-1.52	296.16	-18.03
Conservation, Development, Recreation, Culture & Education												
Baraboo Range	0.30	0.25	-0.55								0.00	-0.30
Board of Adjustment	0.95	-0.10			-0.85						0.00	-0.95
Conservation, Planning & Zoning (CPZ)	0.00				13.15		0.41	0.63			14.19	14.19
Land Conservation (to CPZ)	9.40	-0.60	-1.25	1.00	-8.55						0.00	-9.40
Land Records Modernization (to Gen Govt)	0.00	0.50	0.49	0.25		-1.24					0.00	0.00
Parks	3.78								1.00		4.78	1.00
Planning & Zoning (to CPZ)	9.15	-2.05	-0.35		-6.75						0.00	-9.15
UW-Extension	2.51				0.13			0.07			2.71	0.20
Total Cons, Devel, Rec, Culture & Ed	26.09	-2.00	-1.66	1.25	-2.87	-1.24	0.41	0.70	1.00	0.00	21.68	-4.41
TOTAL COUNTY FTE's - CHANGE		-8.32	-5.85	-42.92	-9.78	7.76	1.71	7.93	0.97	5.35		
TOTAL COUNTY FTE's	661.15	652.83	646.98	604.06	594.28	602.04	603.75	611.68	612.65	618.00	618.00	-43.15
TOTAL PERSONS EMPLOYED - CHANGE		-6	-4	-44	-6	10	-3	5	-1	4		
TOTAL PERSONS EMPLOYED	727	721	717	673	667	677	674	679	678	682	682	-45

Note: This summary excludes any funding source information.

CAPITAL OUTLAY PLAN - FIVE-YEAR	2016	2017	2018	2019	2020	2021	2016-2021 TOTALS
Accounting	0	0	0	0	0	0	0
Administrative Coordinator	0	0	0	0	0	0	0
Aging and Disability Resource Center	0	35,000	0	0	0	0	35,000
Building Projects Fund	0	0	0	0	0	0	0
Building Services	1,450,810	1,340,000	3,230,000	390,000	110,000	110,000	6,630,810
Child Support	0	0	0	0	0	0	0
Circuit Courts	0	0	0	0	0	0	0
Clerk of Courts	0	0	0	0	0	0	0
Conservation, Planning & Zoning	25,000	25,000	25,000	0	25,000	25,000	125,000
Coroner	0	0	0	30,000	0	0	30,000
Corporation Counsel	0	0	0	0	0	0	0
County Board	0	0	0	0	0	0	0
County Clerk / Elections	0	0	0	0	0	0	0
Court Commissioner	0	0	0	0	0	0	0
District Attorney/Victim Witness	0	0	0	0	0	0	0
Emergency Management	0	0	0	0	30,000	0	30,000
Environmental Health	0	0	0	0	0	0	0
General Accounts	84,859	0	29,500	29,500	527,000	98,000	768,859
Health Care Center	149,000	93,000	558,000	4,545,000	45,000	45,000	5,435,000
Highway	700,000	700,000	700,000	750,000	750,000	800,000	4,400,000
Human Services	21,835	0	20,000	0	0	20,000	61,835
Jail Assessment Fund	0	0	0	0	0	0	0
Land Records Modernization	100,000	100,000	120,000	150,000	120,000	75,000	665,000
Landfill Remediation	0	0	0	0	0	0	0
MIS	992,671	349,247	537,500	655,500	620,500	600,500	3,755,918
Parks	24,000	933,895	34,000	24,000	32,500	0	1,048,395
Personnel	0	0	0	0	0	0	0
Public Health	25,000	0	0	0	0	0	25,000
Register in Probate	0	0	0	0	0	0	0
Register of Deeds	0	0	0	0	0	0	0
Sheriff's Department	620,229	293,000	268,000	350,000	297,000	323,000	2,151,229
Surveyor	0	0	0	0	0	0	0
Treasurer	0	0	0	0	0	0	0
UW Extension	0	0	0	0	0	0	0
Veterans Service	0	0	0	0	0	0	0
Women, Infants & Children (WIC)	0	0	0	0	0	0	0
COUNTY GRAND TOTAL	4,193,404	3,869,142	5,522,000	6,924,000	2,557,000	2,096,500	25,162,046

This summary represents the total of all outlay requests, as currently estimated, regardless of funding source.
Outlay items are defined as those whose original costs are greater than $5,000, including any additional costs that are necessary to make the items ready for use, and whose lives are not less than three years.
Detail of each department's outlay for 2017 can be found with the departmental budgets.

CAPITAL OUTLAY PLAN - LEVY-FUNDED	2016	2017	2018	2019	2020	2021	2016-2021 TOTALS
Accounting	0	0	0	0	0	0	0
Administrative Coordinator	0	0	0	0	0	0	0
Aging and Disability Resource Center	0	0	0	0	0	0	0
Building Projects Fund	0	0	0	0	0	0	0
Building Services	375,000	490,000	505,000	390,000	110,000	110,000	1,980,000
Child Support	0	0	0	0	0	0	0
Circuit Courts	0	0	0	0	0	0	0
Clerk of Courts	0	0	0	0	0	0	0
Conservation, Planning & Zoning	25,000	25,000	25,000	0	25,000	25,000	125,000
Coroner	0	0	0	30,000	0	0	30,000
Corporation Counsel	0	0	0	0	0	0	0
County Board	0	0	0	0	0	0	0
County Clerk / Elections	0	0	0	0	0	0	0
Court Commissioner	0	0	0	0	0	0	0
District Attorney/Victim Witness	0	0	0	0	0	0	0
Emergency Management	0	0	0	0	30,000	0	30,000
Environmental Health	0	0	0	0	0	0	0
General Accounts	0	0	29,500	29,500	527,000	98,000	684,000
Health Care Center	99,000	53,000	558,000	4,545,000	45,000	45,000	5,345,000
Highway	0	0	0	0	0	0	0
Human Services	0	0	20,000	0	0	20,000	40,000
Jail Assessment Fund	0	0	0	0	0	0	0
Land Records Modernization	0	0	0	0	0	0	0
Landfill Remediation	0	0	0	0	0	0	0
MIS	525,956	349,247	537,500	655,500	620,500	600,500	3,289,203
Parks	0	58,500	34,000	24,000	32,500	0	149,000
Personnel	0	0	0	0	0	0	0
Public Health	0	0	0	0	0	0	0
Register in Probate	0	0	0	0	0	0	0
Register of Deeds	0	0	0	0	0	0	0
Sheriff's Department	320,500	268,000	268,000	350,000	297,000	323,000	1,826,500
Surveyor	0	0	0	0	0	0	0
Treasurer	0	0	0	0	0	0	0
UW Extension	0	0	0	0	0	0	0
Veterans Service	0	0	0	0	0	0	0
Women, Infants & Children (WIC)	0	0	0	0	0	0	0
TOTAL LEVY IMPACT	1,345,456	1,243,747	1,977,000	6,024,000	1,687,000	1,221,500	13,498,703

This summary represents the outlay requests that have no alternate funding sources and must be borne by the property tax levy or other as yet unspecified funds. Alternate funding sources include State or Federal grants, available fund balances, or debt issuance. MIS outlay is actually charged back to departments and the levy is recorded in the departments. Gross MIS outlay is shown here where the original purchases are made.

Most departments are part of the General Fund, Special Revenue Funds or Capital Project Funds. After applying grant revenues, other outside funds and fund balance for items whose purchases are nonrecurring, the tax levy is the remaining funding source. These funds by their definition do not depreciate asset acquisitions. The General Fund, Special Revenue Funds and Capital Project Funds are those that are not Proprietary Funds as discussed below.

The proprietary funds fund their outlay at time of purchase with grant or other revenues, then available fund balance. The assets are capitalized and depreciated over their useful lives. The proprietary funds are the Health Care Center and Highway.

Approved Sauk County 2017 to 2026 Capital Improvement Plan

Department - Item	Funding Source	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2017 to 2026
Health Care Center												
Assisted Living Facility	Undetermined		485,000	4,500,000								4,985,000
Highway												
Equipment Replacement	Tax Levy/Hwy Fund Balance	700,000	700,000	750,000	750,000	800,000	800,000	850,000	850,000	900,000	900,000	8,000,000
County Highway W - CTH PF to CTH D (5 miles)	Tax Levy/Hwy Fund Balance	2,500,000										2,500,000
County Highway C - CTH PF to CTH B (6 miles)	Tax Levy/Hwy Fund Balance		2,500,000									2,500,000
County Highway A - Baraboo City Limits to USH 12 (9 miles)	Tax Levy/Hwy Fund Balance			3,000,000								3,000,000
County Highway P - STH 23 to CTH H (5.5 miles)	Tax Levy/Hwy Fund Balance				3,500,000							3,500,000
County Highway G - STH 23 to CTH B (9 miles)	Tax Levy/Hwy Fund Balance					3,500,000						3,500,000
County Highway G - STH 58 to Juneau County Line (10 miles)	Tax Levy/Hwy Fund Balance						3,500,000					3,500,000
County Highway B from State Highway 23 to State Highway 60 (11 miles)	Tax Levy/Hwy Fund Balance							3,700,000				3,700,000
Circuit Courts												
Fourth Jury Courtroom	Undetermined										2,000,000	2,000,000
UW-Baraboo/Sauk County												
Master Plan Development & Campus Renovations 2018-2020: Phase 3A, Theater and Arts Renovation ($1,172,000) 2021-2023: Phase 3B, Theater and Arts Expansion ($3,910,000) 2025-2027: Phase 4, Front Entrance and Administration Relocation ($9,566,000)	Undetermined		29,500	29,500	527,000	98,000	98,000	1,759,000		239,000	7,630,000	10,410,000
2027-2029: Phase 5, Library and Classroom Expansions ($6,172,000)	City of Baraboo		29,500	29,500	527,000	98,000	98,000	1,759,000		239,000	7,630,000	10,410,000
Emergency Management, Buildings & Safety												
Phone System Upgrades	Tax Levy	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Communications System Upgrades	Tax Levy	375,000	375,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	1,150,000
9-1-1 Phone System Replacement (replacement about every 7 years, next in 2021)	Tax Levy	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
Tuckpointing / Caulking of Facilities	Tax Levy	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
Communications Center - Radio Console replacement (replacement about every 10 years, next in 2025)	Tax Levy	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
Courthouse West Entrance Stone Replacement & Repair	Tax Levy	45,000										45,000
Cost Saving Energy Measures Courthouse, West Square, Law Enforcement	Tax Levy Focus on Energy/Alliant Energy	225,000	225,000									450,000
Remodel of 3rd Floor Annex	General Fund Balance	350,000	2,500,000									2,850,000
Elevators - Annex	Tax Levy	55,000										55,000
Replace Roofs on West Square, Courthouse & Human Services	Tax Levy	100,000	70,000	70,000					100,000	100,000		440,000
LEC/Huber HVAC System Upgrade	Tax Levy	125,000										125,000
LEC South Cooling Tower Rebuild	Tax Levy	55,000										55,000
Replacement of Carpet at the Law Enforcement Center (Administrative & Jail)	Tax Levy	50,000		50,000								100,000
Re-Gasket, Check Bearings on Chillers	Tax Levy			160,000					170,000			330,000
Parks												
Office Building	Other	650,000										650,000
Campground Improvements	Tax Levy		110,000									110,000
Beach Design and Erosion Control	Tax Levy		80,000									80,000
Total Expenditure		5,365,000	7,239,000	8,774,000	5,489,000	4,681,000	4,681,000	8,253,000	1,305,000	1,663,000		47,450,000
Portion Funded by Grant Revenues or Fund Balances		1,000,000	2,559,000	59,000	1,054,000	196,000	196,000	3,518,000	0	478,000		9,060,000
Portion Funded in Part by Tax Levy or Undetermined Funding Source		4,365,000	4,680,000	8,715,000	4,435,000	4,485,000	4,485,000	4,735,000	1,305,000	1,185,000		38,390,000

ADMINISTRATIVE FUNCTIONAL GROUP
2017 BUDGET

MISSION STATEMENT

To support the mission of the departments comprising county government through the facilitation of a collaborative environment.

VISION STATEMENT

An environment of cooperation, collaboration, and creativity in which all departments participate in the management of county government operations, to enhance government efficiency and responsiveness.

ELEMENT(S) OF COUNTYWIDE MISSION FULFILLED

Fiscally Responsible / Essential Services

GOALS	OBJECTIVES – Specific Projects
Improve organizational knowledge through the sharing of practices procedures and enhanced communications	• Creation of a central location for the organizations resources • Create a mentor program for new department heads. • Develop and implement an improved Intranet • Continue to review and innovate the county contract process and related systems. • Promote the use of digital tools for business processes and digital storage. • Develop conduits for information to promote County Government • Continue to improve and promote resolution routing process. • Continue to improve meeting management tools. • Improve understanding of and compliance with policies, particularly related to open records.
Enhance Departmental Collaboration	• Encourage cross departmental cooperation through informal work groups at all levels of the organization. • Create forums for peer learning / problem solving • Continue using department head meeting format to encourage collaborative problem solving - pick monthly topics for peer discussion and learning (maintain fluidity / spontaneity) • Reduce unnecessary redundancy and identify structural deficiencies created by funding streams. • Improve role and function of the functional groups within the organization • Develop forums to encourage professional and leadership development

Accounting Department

Department Vision - Where the department would ideally like to be

The Accounting Department should be a data warehouse of historical financial information for the County's governmental operations. The Accounting Department should provide interested parties summaries of this data, either by analyzing the data within the Accounting Department or by teaching others to retrieve the data to analyze themselves. Having a strong base of historical information, the Accounting Department should develop models to make financial projections, thereby assisting decision-makers in determining current policies or actions. The Department should also focus on research and development of recommended policies, as well as implementation of accounting best practices.

Department Mission - Major reasons for the department's existence and purpose in County government

To facilitate the effective and efficient use of County resources and to provide a record and accountability for those resources. The Sauk County Accounting Department provides financial expertise and leadership, maintains financial records, satisfies the County's financial obligations, and prepares managerial, financial and agency reports. To serve County Board Supervisors, managers, citizens, other governmental units, and funding agencies through consultation and information dissemination, maintenance of an accounting system according to established accounting principles, and coordination of budget preparation and implementation.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
The County is in compliance with financial reporting requirements	Number of findings issued	Number of new and recurring audit findings is less than three	7/31/2017
The budget document represents the results of critical analysis of internal and external factors, as well as the County's goals and mission	Award received	The budget document receives the Government Finance Officers Association Distinguished Budget Presentation Award	12/31/2017
Provide clear guidance to County Board members and Department Managers regarding the County's financial policies	Policies adopted or updated	One to two new or revised financial policies are adopted based on nationally recognized recommended practices	12/31/2017
Provide more comprehensive historical financial and community information	Award received	The Comprehensive Annual Financial Report (CAFR) receives the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting	6/30/2017
Minimize time spent processing accounts payable	Direct deposit offered	Provide the option of direct deposit of accounts payable	12/31/2017
Provide decision-makers and public with quality planning documents of anticipated capital expenditures	Award received	Award of Special Capital Recognition by Government Finance Officers Association for budget document	12/31/2018
Provide decision-makers and public with quality measures of all departments' performance	Award received	Award of Special Performance Measure Recognition by Government Finance Officers Association for budget document	12/31/2019

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Finance	Financial and Accounting Expertise: Provide consultation services and professional direction for County staff and elected officials on accounting and financial matters. Recommend new or updated County financial policies to the Finance Committee and County Board. Review and update accounting processes.		User Fees	$0	0.40	
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$47,680		
			Operating Expenses	$5,604		
			TOTAL EXPENSES	**$53,285**		
			COUNTY LEVY	**$53,285**		
Accounting Services	Accounting Services: Maintain a County accounting and financial management system for the day-to-day processing of payroll, accounts payable and general ledger transactions. Prepare tax and regulatory submissions as necessary, and maintain associated records and files.	Wis Stats 59.61, 59.22(3), 59.52(10), 59.61	User Fees	$900	2.08	Quantity and negative dollar impact of filing deadlines missed (payroll taxes, sales tax, real estate transfer tax)
			Use of Carryforward	$0		
			TOTAL REVENUES	**$900**		
			Wages & Benefits	$168,546		
			Operating Expenses	$64,003		
			TOTAL EXPENSES	**$232,549**		
			COUNTY LEVY	**$231,649**		

Accounting Department

Reporting	Financial Reporting & Analysis: Produce periodic financial and payroll reports for funding agencies, department managers and elected officials. Review and reconciliation of reports to granting agencies as needed. Review of fiscal notes on proposed County Board actions. Special studies or analysis as required.	Wis Stats 59.61, 59.65	User Fees	$2,757	0.73	
			TOTAL REVENUES	**$2,757**		
			Wages & Benefits	$72,828		
			Operating Expenses	$18,354		
			TOTAL EXPENSES	**$91,183**		
			COUNTY LEVY	**$88,426**		
Budget	Budgeting and Strategic Planning: Compile, analyze, maintain and monitor the annual County budget. Participate in the development of the Capital Improvement Plan. Incorporate strategic planning in the budgeting process and implement financial and operational performance measurement as a management tool for all County departments.	Wis Stats 65.90	User Fees	$0	0.73	Government Finance Officers Association Distinguished Budget Award received with "proficient" or "outstanding" ratings
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$77,333		
			Operating Expenses	$4,465		
			TOTAL EXPENSES	**$81,798**		
			COUNTY LEVY	**$81,798**		
Audit	Audit: Safeguard County assets and protect the integrity of the County's accounting system through performance of internal audits as needed. Perform operational reviews of County functions to enhance overall efficiency and effectiveness. Serve as the County contact for financial audits performed by outside agencies. Contract for an annual audit of the County's financial statements by an independent public accounting firm. Review County financial records for compliance with regulatory requirements and generally accepted accounting principals as promulgated by the Governmental Accounting Standards Board.	Wis Stats 59.47, 46.036; Federal OMB Circular A-133 "Audits of States, Local Governments and Nonprofit Organizations"; State Single Audit Guidelines	User Fees	$0	0.58	New audit findings reported in the management letter prepared by the County's external auditors
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$58,396		Quantity of auditor-generated adjustments to financial statements
			Operating Expenses	$71,008		
			TOTAL EXPENSES	**$129,404**		
			COUNTY LEVY	**$129,404**		
Totals			**TOTAL REVENUES**	**$3,657**	4.50	
			TOTAL EXPENSES	**$588,218**		
			COUNTY LEVY	**$584,561**		

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Accounts payable checks – Number issued, and checks as a percent of checks and direct deposits issued	8,396 100%	8,500 100%	8,000 94%
Accounts payable direct deposits – Number issued, and direct deposits as a percent of checks and direct deposits issued	0 0%	0 0%	500 6%
Payroll checks - Number issued, and checks as a percent of checks and direct deposits issued	2,058 11%	1,000 6%	500 3%
Direct deposit advices - Number issued, and direct deposits as a percent of checks and direct deposits issued	16,012 89%	17,000 94%	18,000 97%
W2's issued to employees	833	840	850

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Government Finance Officers Association Distinguished Budget Award received with "proficient" or "outstanding" ratings	The County develops its budget thoughtfully using best practices.	Yes, for 2015 budget 81 of 81, or 100%	Yes, for 2016 budget 79 of 81, or 98%	Yes, for 2017 budget 81 of 81, or 100%
New audit findings reported in the management letter prepared by the County's external auditors	Transactions are processed and grant funded programs are administered according to accepted standards.	0 Findings, not counting material weakness related to internal accounting controls for 2014 audit	0 Findings, not counting material weakness related to internal accounting controls for 2015 audit	0 Findings, not counting material weakness related to internal accounting controls for 2016 audit
Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting received with "proficient" or "outstanding" ratings for Comprehensive Annual Financial Report (CAFR)	Financial statements are presented in the format required by the Governmental Accounting Standards Board, and additional data is gathered to demonstrate the County's position.	Yes, for 2015 CAFR	Yes, for 2016 CAFR	Yes, for 2017 CAFR
Preserve and enhance the County's bond rating as issued by Moody's	Demonstrates the County's supervisors and management are using sound fiscal and operational judgement, and proactively planning and acting.	No debt issued or refunded in 2015. Maintain Aa1 rating.	Debt refunded in 2016. Maintain Aa1 rating.	No debt issued or refunded in 2017. Maintain Aa1 rating.
Quantity and negative dollar impact of filing deadlines missed (payroll taxes, sales tax, real estate transfer tax)	Department is meeting deadlines	0, and $0	0, and $0	0, and $0
Quantity of auditor-generated material adjustments to financial statements	Few auditor adjustments indicates management is trained in accounting practices.	0 for 2014 audit	0 for 2015 audit	0 for 2016 audit

ACCOUNTING

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	441,941	453,503	512,323	542,884	542,884	584,562	41,678	7.68%
Intergovernmental	4,337	4,297	3,925	3,630	3,742	3,657	(85)	-2.27%
Use of Fund Balance	2,502	0	0	13,468	23,500	0	(23,500)	-100.00%
Total Revenues	448,780	457,800	516,248	559,982	570,126	588,219	18,093	3.17%
Expenses								
Labor	246,984	222,395	265,546	288,715	303,875	311,776	7,901	2.60%
Labor Benefits	69,047	68,694	80,403	89,465	95,207	113,008	17,801	18.70%
Supplies & Services	132,749	138,321	146,762	181,802	171,044	163,435	(7,609)	-4.45%
Addition to Fund Balance	0	28,390	23,537	0	0	0	0	0.00%
Total Expenses	448,780	457,800	516,248	559,982	570,126	588,219	18,093	3.17%

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

In 2015, $25,000 was budgeted for expansion of the Kronos timekeeping system. This was carried forward into 2016, but is not a recurring expense into 2017.

We continue to respond to the new filing requirements of the Affordable Care Act by contracting for those services.

Recurring costs for financial system support and maintenance continue to increase annually.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Non-Recurring Kronos Expansion**	**ACA Filing**		
Tax Levy	542,884	31,678		10,000		584,562
Use of Fund Balance or Carryforward Funds	23,500	0	(23,500)			0
All Other Revenues	3,742	(85)				3,657
Total Funding	570,126	31,593	(23,500)	10,000	0	588,219
Labor Costs	399,082	25,702				424,784
Supplies & Services	171,044	5,891	(23,500)	10,000		163,435
Capital Outlay	0	0				0
Total Expenses	570,126	31,593	(23,500)	10,000	0	588,219

Issues on the Horizon for the Department:

Major national accounting scandals have directed focus on strengthening accountability, increasing transparency, and enhancing understandability. With that, the Governmental Accounting Standards Board (GASB, an independent, private-sector, not-for-profit organization that establishes recognized authoritative guidance) has promulgated numerous new or revised standards in accounting.

Statements of auditing standards (SAS's) continue to require more detailed documentation of accounting procedures. Upcoming SAS's will require closer review of supplementary information and any other documents that incorporate audited financial data.

Locally, tighter economic times have placed more of a burden on the County's administrative staff, including Accounting, to more closely study County programs and how they are being offered. This additional effort is coupled with an expectation that administrative overhead needs to be decreased.

Administrative Coordinator

Department Vision - Where the department would ideally like to be
Administrative Offices, Departments, Oversight Committees, and County Board will function as a cohesive team to develop and implement planned strategies for improving the delivery of services. To protect, preserve, and improve the financial position, real property, and human resources that Sauk County has available in order to provide a stable and proactive government and governmental services.

Department Mission - Major reasons for the department's existence and purpose in County government
Provide effective leadership to all county departments and functions and serve as a knowledgeable resource to the Board of Supervisors in compliance with §35 of the Sauk County Code of Ordinances

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services
Promote safe community
Encourage economic development
Stewardship of natural resources
Development of cultural, social, and community values

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Communication, Trust and Respect - Define and Implement strategies for improving communications, trust and respect.	1. two surveys administered pre/post showing increased satisfaction with committee reports and an improved atmosphere of trust and respect.	1. Standardize processes and practices to improve communication between departments, oversight committees and the full board; Improve reports given to the board to better anticipate questions and concerns. 2. Facilitate conversations regarding personnel policies and practices. 3. Build and maintain an atmosphere of trust and respect for staff and board members by identifying behaviors and practices that lead to distrust and feelings of disrespect; model appropriate behaviors. 4. Encourage innovation and creativity to improve services and increase efficiencies in the delivery of programming. 5. Clarify and distinguish roles and expectations and serve as mentor and advocate for department heads and other county employees.	12/31/2017
Economic Development - Facilitate efforts to define the role of Sauk County in economic development regionally and develop and implement strategies for economic growth.	1. produced report of development related activities in the region and do gap analysis; 2. break ground at trail head; 3. new placemaker/planner hired and preliminary plans designed	1. Inventory existing economic development and workforce development programs, services or organizations that currently operate in Sauk County and identify opportunities for the county to collaborate with and/or coordinate localized efforts for regional impact. 2. Support development efforts of the Great Sauk Trail. 3. Support efforts related to the placemaking initiative.	12/31/2017
Strategic planning - Develop and implement a comprehensive strategic planning framework.	1. program review process piloted; 2. revised/updated strategic goals identified to inform 2018 budget process.	1. Develop a program review process for county programs, services and functions. 2. Facilitate conversations regarding tactics for public engagement in setting strategic priorities that inform the budgeting process and implement tactics identified.	12/31/2017
CDBG Revolving Loan Fund Program - Administer loan program and identify opportunities to support efforts of entrepreneurs in business start up and expansion.	1. created new resources for applicants and new loan applications; 2. 2 - 3 newly expanded businesses as a result of RLF loans	1. Formalize loan application process. 2. Identify existing programs and services to support new and existing businesses. 3. Conduct a needs analysis and develop strategies for meeting the needs of applicants as they assemble their loan documentation (including business plans, financial statements, and other professional services).	12/31/2017

Administrative Coordinator

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Administration	1) Budget Process / Financial Management: Continue process of incorporating quantifiable performance measures in budget process and annual report. By encouraging the development of outcome based measures for analysis of programmatic success that adequately assess effectiveness. Facilitate budget process, by working with oversight committees to define priorities, services to be maintained. 2) Interdepartmental Cooperation / Workflow: a. Continue to develop applications of technology to improve workflow and interdepartmental communications including a centralized policy manual. Review current practices in regard to changes in technology, policy, and emerging best practices. b. Functional groups; c. Project specific work groups. 3) Provide Effective Leadership to all Departments: Serve as a liaison between board and departments. Encouraging the development of ongoing board training; and advise board on issues related to state and local government actions. Training, and development opportunities for Department Heads. 4) Regional Cooperation: Begin to explore options for regional cooperation and cooperative efforts with other governmental agencies 5) Assist/Advise County Board through Strategic Planning Process: Provide assistance as county board liaison in implementing strategic initiatives. Assist departments in evaluating programs and activities in terms of countywide mission and goals. 6) Project Development and Oversight: Provide staff assistance to major county initiatives.	Wis Stats 59.19	User Fees Grants Use of Fund Balance **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 $5,000 **$5,000** $145,805 $12,101 **$157,906** **$152,906**	1.08	
Economic Development	Support county economic development initiatives, such as placemaking, etc.		Use of Fund Balance **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 **$0** $45,246 $30,000 **$75,246** **$75,246**	0.30	
CDBG	Community Development Block Grants (CDBG): Administration and coordination of revolving loan funds, including loan application processing, repayment and compliance monitoring, and reporting to the Wis Dept of Commerce		User Fees **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 **$0** $14,337 $100 **$14,437** **$14,437**	0.13	
Totals			**TOTAL REVENUES** **TOTAL EXPENSES** **COUNTY LEVY**	**$5,000** **$247,588** **$242,588**	1.50	

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
Number of Department Head Meetings Held	14	12	12
Number of Informational Postings (Current events)	15	17	20
Number of RLF awards processed	4	4	5

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Percentage of Departments Utilizing Performance Measures in Planning and Budget Preparation Documents	The office has achieved this goal for three years without any meaningful change in process. This goal will not be measured or assessed in 2017.	36 out of 36	36 out of 36	
Proficient or Outstanding rating on Budget Message, Transmittal Letter, and as planning document.	The office has achieved this goal for three years without any meaningful change in process. This goal will not be measured or assessed in 2017.	21 out of 21	21 out of 21	
Ratio of dollars loaned to dollars available in RLF	The office has achieved this goal for three years without any meaningful change in process. This goal will not be measured or assessed in 2017.	N/A	1:1	
Investment dollars leveraged through RLF (RLF investment : Private investment)	The office has achieved this goal for three years without any meaningful change in process. This goal will not be measured or assessed in 2017.	1.5	1:5	

ADMINISTRATIVE COORDINATOR

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	164,485	170,294	216,585	195,864	195,864	242,588	46,724	23.86%
Grants & Aids	0	15,259	11,500	0	0	0	0	0.00%
User Fees	0	0	2,165	0	0	0	0	0.00%
Intergovernmental	0	0	20,873	1,476	0	0	0	0.00%
Use of Fund Balance	1,628	11,020	26,655	0	0	5,000	5,000	0.00%
Total Revenues	166,113	196,573	277,778	197,340	195,864	247,588	51,724	26.41%
Expenses								
Labor	122,199	142,067	182,514	134,117	133,603	159,600	25,997	19.46%
Labor Benefits	33,856	43,903	44,260	35,790	41,286	45,788	4,502	10.90%
Supplies & Services	10,058	10,603	51,004	25,738	20,975	42,200	21,225	101.19%
Addition to Fund Balance	0	0	0	1,695	0	0	0	0.00%
Total Expenses	166,113	196,573	277,778	197,340	195,864	247,588	51,724	26.41%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

SAUK COUNTY, WISCONSIN
2017 BUDGET
HIGHLIGHTS

Department: Administrative Coordinator

Changes and Highlights to the Department's Budget:

Wages for the Administrative Coordinator increased in accordance with the negotiated employment contract. The contract also included a one time amount of $5,000 that may only be used to pay moving costs should the Administrative Coordinator purchase a home in Sauk County within the first two years of employment.

The Budget also includes $30,000 for costs associated with economic development as may be needed to support the efforts of the placemaking planner. This continues the practice of levying $30,000 each of the last two calendar years for placemaking. Those amounts were previously levied under the Conservation, Planning and Zoning budget and the carry forward amounts are currently accounted for in the CPZ budget.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Economic Development**			
Tax Levy	195,864	16,724	30,000			242,588
Use of Fund Balance or Carryforward Funds	0	5,000				5,000
All Other Revenues	0	0				0
Total Funding	195,864	21,724	30,000	0	0	247,588
Labor Costs	174,889	30,498				205,387
Supplies & Services	20,975	(8,774)	30,000			42,201
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	195,864	21,724	30,000	0	0	247,588

Issues on the Horizon for the Department:

One of the key goals of the Administrative Coordinator is to gain and understanding of all economic related activities undertaken in Sauk County and to plan for and possibly initiate new programs to stimulate new economic growth and development.

Continue to work on developing heightened awareness of services county government provides and begin working with department heads to implement program review practices to inform budgeting in 2018.

Building Services

Department Vision - Where the department would ideally like to be
Facilities radiate a professional appearance both inside and out.

Department Mission - Major reasons for the department's existence and purpose in County government
Assure facilities and grounds are properly maintained operationally, and they project a professional and respected appearance both inside and out. Maintain the County Communication Systems current/updated and in good working condition. Establish a "Safety First" mindset for all employees and maintain a safe environment for all employees and visitors.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services

Specific Strategic Issues Addressed
Building security
Green energy
Employee wellness

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Fuel Tank Storage - Maintain compliance	Pass inspections permits are maintained	Correct any maintenance or compliance issues. Keep systems up to current standards.	12/31/2017
Interior Maintenance - Maintain clean and professional looking facilities	Complaints on services provided, work orders handle quickly, efficient and fiscally responsible	Continue work on major repair/refurbishment projects that have been identified.	12/31/2017
Mail - Maintain cost effective services	Monitoring overall costs of postal services.	Continue to implement any changes that will keep our usage at minimal levels.	12/31/2017
Communications - Maintain, upgrade, replace all communications systems	Monitoring outages, equipment failures and complaints of "coverage" issues by the various users of the systems	Update radio, fiber and phone systems as needed to keep current. Implementation of more voice over internet protocol (VOIP) technology to provide better redundant system.	12/31/2017
Utilities - Effectively manage facility usage	Implementation of green projects (i.e.. Lighting, digital controls, implement alternate energy sources-solar) keep or reduce energy usage	Continue work on systems to save on utilities, implementation of digital controls and lighting changes.	12/31/2017
Vending - Maintain minimal vending	Maintain a zero impact on the levy, revenues equal or exceed expenses	Evaluate the needs of the buildings to determine needed changes.	12/31/2017

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Clerical	Support operations of the Building Services and Risk Management Department through training.		Wages & Benefits	$36,945	0.60	Staff able to work across multiple Building Service areas
			Operating Expenses	$14,272		
			TOTAL EXPENSES	**$51,217**		
			COUNTY LEVY	**$51,217**		
Mail	Shipping, receiving and postal duties for the County facilities		User Fees	$44,245	0.55	
			TOTAL REVENUES	**$44,245**		
			Wages & Benefits	$29,944		
			Operating Expenses	$14,301		
			TOTAL EXPENSES	**$44,245**		
			COUNTY LEVY	**$0**		
Utilities	Oversight of approximately 425,030 square feet utilities		Operating Expenses	$587,800	-	Work orders and Maintenance cost per square foot
			TOTAL EXPENSES	**$587,800**		
			COUNTY LEVY	**$587,800**		

Building Services

Exterior Maintenance	Oversight of maintenance and care of all county facilities and properties		User Fees	$0	1.77	Work orders and Maintenance cost per square foot
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$117,885		
			Operating Expenses	$193,202		
			TOTAL EXPENSES	**$311,087**		
			COUNTY LEVY	**$311,087**		
Interior Maintenance	Oversight of maintenance and care of approximately 425,030 square feet		Rent	$63,000	5.35	Work orders and Maintenance cost per square foot
			Misc. Revenue	$500		
			TOTAL REVENUES	**$63,500**		
			Wages & Benefits	$358,023		
			Operating Expenses	$450,803		
			TOTAL EXPENSES	**$808,826**		
			COUNTY LEVY	**$745,326**		
Vending	Oversight of County vending machines		User Fees	$10,000	0.03	Maintain pricing such to keep impact on budget minimal or "break even"
			TOTAL REVENUES	**$10,000**		
			Wages & Benefits	$1,633		
			Operating Expenses	$9,500		
			TOTAL EXPENSES	**$11,133**		
			COUNTY LEVY	**$1,133**		
Communications	Maintain phone system network which includes Courthouse/West Square, Health Care Center, Human Services Reedsburg, Highway Shops, Parks and LEC, including 9-1-1 System as well as all phone/data wiring for all facilities. Maintain Fiber optic network, communications infrastructure and all associated equipment and towers.	Yes	User Fees	$500	1.20	Communication systems (phones, radios, Fiber) run at peak efficiency, short or no outages on network.
			Rent	$202,100		
			Use of Fund Balance	$0		
			TOTAL REVENUES	**$202,600**		
			Wages & Benefits	$113,429		
			Operating Expenses	$152,411		
			TOTAL EXPENSES	**$265,840**		
			COUNTY LEVY	**$63,240**		
Underground Storage	Oversight and compliance of all County owned fuel storage tanks.	Yes	Wages & Benefits	$0	-	No compliance issues
			Operating Expenses	$6,600		
			TOTAL EXPENSES	**$6,600**		
			COUNTY LEVY	**$6,600**		
Risk Management	Administer, file, investigate all Workers Compensation Claims, Property Insurance and Liability Insurance including procuring Policies for such coverage. Assist with the return to work program, provide safety training as needed or required.	Chapter 101, 102, 343	User Fees	$0	-	To Personnel Department 2017
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$0		
			Operating Expenses	$0		
			TOTAL EXPENSES	**$0**		
			COUNTY LEVY	**$0**		
Outlay	Implement Energy Cost Saving Measures	$225,000	Grants	$0		
	Elevator Upgrades (Annex Elevator - Court holding)	$55,000	Use of Fund Balance	$850,000		
	Tuck pointing / Caulking of Facilities	$30,000				
	Courthouse West Entrance Stone Replacement & Repair	$45,000	**TOTAL REVENUES**	**$850,000**		
	Remodel 3rd Floor Annex	$250,000	Wages & Benefits	$0		
	Replace Roofs on West Square, Courthouse & Human Services	$100,000	Operating Expenses	$1,340,000		
	Communications Infrastructure Upgrades	$375,000	**TOTAL EXPENSES**	**$1,340,000**		
	Dispatch Center Radio Console Replacement	$30,000	**COUNTY LEVY**	**$490,000**		
	LEC Huber HVAC Upgrade	$125,000				
	LEC Carpet Replacement	$50,000				
	LEC South Cooling Tower Rebuild	$55,000				
Totals			**TOTAL REVENUES**	**$1,170,345**	9.50	
			TOTAL EXPENSES	**$3,426,748**		
			COUNTY LEVY	**$2,256,403**		

Building Services

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Work Orders - Facilities in good working order, issues address quickly and efficiently. No issues with compliance.	1900 Work Orders	2000 Work Orders	2000 Work Orders
Risk Management/Safety - Manage worker comp claims - monitor losses, lost work days, recordable workday and modification rating	38 claims	50	50
Communications - All systems (Radio, Phone, Fiber) are running at peak efficiency with little or no down time, handle specific communications work orders, manage tower co-locators/leases on 8 tower sites, Manage Dark Fiber leases on 147 miles of fiber optic cable.	625 Work orders, 5 fiber Leases,11 tower leases, work on Narrowbanding corrections	700 work orders, 5 fiber lease, 11 tower leases, complete narrowbanding corrections	500 work orders, 5 fiber lease, 11 tower leases, radio console upgrades

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Maintenance costs per square foot includes all tower sites (NOTE: based on final revised budget divided by square footage, 425,030. This cost does not include outlay / capital projects)	Some fluctuation in this cost would be considered normal. Although we try to "spread out" our facility improvements within Capital Improvement Plan to keep this somewhat close from year to year, unforeseen failures may happen that could skew these costs which would require us to be even more diligent in our maintenance programs	$3.18	$2.76	$5.38
Risk Management/Safety - Lost work days industry standard = 1.8, recordable cases industry standard = 5.7, total loss average since 1995 = $200,750, base line for modification rating = 1.00	Significant increases could indicate that safety programs effectiveness is decreasing	Total Losses=$162,243 reserve of $21,106 Lost Work days = 2.5 Recordable cases = 9 Mod rating = .72	Lost Work days = 2.5 Recordable cases = 9 Mod rating = .66	Lost Work days = 2.5 Recordable cases = 4.5 Mod rating = .66
Communications - All systems are running at peak efficiency with little or no down time, handle specific communications work orders, manage tower co-locators/leases on 8 tower sites, Manage Dark Fiber leases on 147 miles of fiber optic cable. All systems run 24/7/365 total runtime of 525,600 minutes.	Outages, equipment failures and coverage complaints would indicated that there are issues with the infrastructure requiring improvements or upgrades.	No outages on systems one fiber lease expired and not renewed	2 minor outages for maintenance on fiber, one fiber lease added and one tower lease added	Ideally no outages. Still have space to lease on both towers and fiber

BUILDING SERVICES

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	2,099,957	2,148,056	2,820,085	2,500,508	2,500,508	2,256,404	(244,104)	-9.76%
User Fees	41,995	34,186	29,296	32,000	32,000	10,000	(22,000)	-68.75%
Intergovernmental	119,766	36,689	41,216	44,169	44,036	44,745	709	1.61%
Rent	213,602	213,024	265,598	264,100	264,100	265,100	1,000	0.38%
Miscellaneous	21,873	1,072	7,967	500	500	500	0	0.00%
Use of Fund Balance	573,761	211,693	0	479,807	1,418,388	850,000	(568,388)	-40.07%
Total Revenues	3,070,954	2,644,720	3,164,162	3,321,084	4,259,532	3,426,749	(832,783)	-19.55%
Expenses								
Labor	489,611	504,562	585,369	576,492	578,015	488,480	(89,535)	-15.49%
Labor Benefits	144,210	141,362	167,589	186,792	186,777	169,380	(17,397)	-9.31%
Supplies & Services	1,465,394	1,602,509	1,514,722	1,678,800	2,043,930	1,428,889	(615,041)	-30.09%
Capital Outlay	971,739	396,287	673,740	879,000	1,450,810	1,340,000	(110,810)	-7.64%
Addition to Fund Balance	0	0	222,742	0	0	0	0	0.00%
Total Expenses	3,070,954	2,644,720	3,164,162	3,321,084	4,259,532	3,426,749	(832,783)	-19.55%
Beginning of Year Fund Balance		Included in General Fund Total						
End of Year Fund Balance								

Outlay	Total Expense Amount	Property Tax Levy Impact
Implement Energy Cost Saving Measure	225,000	0
Elevator Upgrades Courthouse (CH)	55,000	55,000
Remodel Courthouse Annex 3rd Floor	250,000	0
CH West Entrance Repair	45,000	45,000
Tuck-pointing/Caulking Facilities	30,000	30,000
Replace Roofs West Square, CH, Reeds	100,000	100,000
Communications Infrastructure	375,000	0
Dispatch Radio Console	30,000	30,000
Law Enforcement Center (LEC) Carpet	50,000	50,000
LEC/Huber HVAC Upgrade	125,000	125,000
LEC South Cooling Tower Rebuild	55,000	55,000
2017 Total	1,340,000	490,000
2018	3,230,000	505,000
2019	390,000	390,000
2020	110,000	110,000
2021	110,000	110,000

Changes and Highlights to the Department's Budget:

The 2017 budget includes the following:
-Use of Fund Balance for Continuation of cost and energy saving measures at County facilities is included at $225,000.
-Continuation of funding for communications system upgrades, fiber system upgrades and Radio console replacement funds.
-Staff movements (1) EMBS Administrator retirement, Safety Risk Management transferred to Personnel, addition of (1) Fulltime Maintenance Technician, and .2 Increase of Support Specialists from .33 to .5.
-Management of the phone system is transferring to the MIS Department.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Risk Management Programming to Personnel**	**Reclassifications and other Labor Adjustments**	**Phone Management Moving to MIS**	
Tax Levy	2,500,508	134,519	(124,786)	(38,837)	(215,000)	2,256,404
Use of Fund Balance or Carryforward Funds	1,418,388	(568,388)				850,000
All Other Revenues	340,636	1,708			(22,000)	320,344
Total Funding	4,259,532	(432,161)	(124,786)	(38,837)	(237,000)	3,426,748
Labor Costs	764,792	27,566	(95,662)	(38,837)		657,859
Supplies & Services	2,043,930	(348,917)	(29,124)		(237,000)	1,428,889
Capital Outlay	1,450,810	(110,810)				1,340,000
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	4,259,532	(432,161)	(124,786)	(38,837)	(237,000)	3,426,748

Issues on the Horizon for the Department:

We continue to promote the towers and fiber and have had some additional co-locators/lessees that have increased revenues slightly.

Work on Energy savings measures to reduce / maintain utility costs.

Criminal Justice Coordinating

Department Vision - Where the department would ideally like to be

The Sauk County Criminal Justice Department seeks to ensure a criminal justice system that is fair and just: A system supporting a safe and healthy community for the residents of Sauk County; A system offering accessible opportunities for individuals to change the direction of their lives; A system making evidence based, data-driven choices to ensure that the public's resources are used responsibly.

Department Mission - Major reasons for the department's existence and purpose in County government

The Sauk County Criminal Justice Department will use data-driven, evidence-based practices to inform decision making and will examine and respond to the root causes of crime, in an effort to reduce crime, create a safer community, and provide effective treatment for individuals and families involved in the Sauk County Criminal Justice System. The Criminal Justice Department will improve communication between participating agencies and use a collaborative approach to respond to criminal conduct and to provide coordinated services.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services
Promote safe community
Encourage economic development
Development of cultural, social, and community values

Specific Strategic Issues Addressed

Drugged/drunk drivers. Law enforcement staffing.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Evaluate, research, and develop implementation plans for initiatives to reduce pre-trial (low-risk) offender incarceration rates.	Quarterly evaluation of research, evaluation, and implementation planning.	1. Evaluate the Hawaiian Proxy and COMPAS pre-trial risk assessment tool for bond and pre-trial monitoring. 2. Evaluate the need for, establish and implement a pre-trial monitoring initiative and/or policy for Sauk County.	12/31/2017
Evaluat, research, and develop implementation plans for juvenile justice programming.	Quarterly evaluation of research, evaluation, and implementation planning.	1. Evaluate need for and outline programming for a Teen Court or other alternative sentencing program in Sauk County. 2. Create a financial budget as well as a financial plan to support the implementation of programming, policy, and/or initiatives developed.	12/31/2017
Successfully incorporate the CCRT and SART (Coordinated Community and Sexual Assault Response Teams) into the auspices of the CJCC.	Quarterly evaluation of research, evaluation, and implementation planning.	1. Evaluate the current teams; their progress and targeted goals. 2. Provide coordination to the existing teams.	12/31/2017

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
CJCC (Criminal Justice Coordinating Council)	The Sauk County Criminal Justice Coordinating Council is a collaborative group of criminal justice leaders, created to evaluate and improve the Sauk County Criminal Justice System. Working to reduce recidivism, create efficiencies, and enhance the communities health and safety.		User Fees / Misc	$0	1.17	CJCC Quarterly Survey Results = Agree or Strongly Agree CJCC Annual Planning Survey Results = Agree or Strongly Agree
			Use of Fund Balance	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$93,011		
			Operating Expenses	$2,178		
			TOTAL EXPENSES	**$95,189**		
			COUNTY LEVY	**$95,189**		
Drug Court	Sauk County Drug Court is a nonadvesarial alternative sanctioning program. Encouraging sobriety, increased pro-social life skills, and reducing recidivism within the criminal justice population of Sauk County.		User Fees / Misc	$5,000	2.00	Decrease alcohol and other drug use in-program Decrease supervision violations in-program Reduce recidivism post-program Reduce jail bed days for drug perpetuated offenses
			Grants & Aids	$116,733		
			Use of Fund Balance	$45,000		
			TOTAL REVENUES	**$166,733**		
			Wages & Benefits	$139,149		
			Operating Expenses	$163,968		
			TOTAL EXPENSES	**$303,117**		
			COUNTY LEVY	**$136,384**		
OAR/OWL (Operating after Revocation/Operating without License) Diversion	Sauk County OAR/OWL Diversion Program offers offenders of such crimes an alternative to formal charges.		User Fees / Misc	$7,500	0.08	Decrease OAR/OWL citations and court cases issued Decrease jail bed days for OAR/OWL offenses
			Use of Fund Balance			
			TOTAL REVENUES	**$7,500**		
			Wages & Benefits	$5,942		
			Operating Expenses	$46,064		
			TOTAL EXPENSES	**$52,006**		
			COUNTY LEVY	**$44,506**		
Totals			**TOTAL REVENUES**	**$174,233**	3.25	
			TOTAL EXPENSES	**$450,312**		
			COUNTY LEVY	**$276,079**		

Criminal Justice Coordinating

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
CJCC - Number of Council Meetings Held	10	10	10
CJCC - Attendance at Each Council Meeting	80%	80%	80%
CJCC - Annual Strategic Planning Session	1	1	1
CJCC - Public Awareness Occurrences	8	10	12
OAR/OWL - Diversion Program Admissions	30	85	85
OAR/OWL - Number of participants who reinstate their driver's license.	0	20	30
CANS - Number of Reminder Text Messages Sent	400	750	2000

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
CJCC Quarterly Survey Results = Agree or Strongly Agree	Committee members are committed and understand the vision, mission, and goals of the committee.	80%	80%	80%
CJCC Annual Planning Session Survey Results = Agree or Strongly Agree	Committee members are committed and understand the vision, mission, and goals of the committee.	80%	80%	80%
Drug Court - Recidivism Rates of Successful Graduates @ 6 month post programming	Drug Court is impacting sobriety and reducing recidivism six months post programming.	NA	NA	NA
Drug Court - Recidivism Rates of Successful Graduates @ 12 month post programming	Drug Court is impacting long sobriety and reducing recidivism one year post programming.	NA	NA	NA
Drug Court - Recidivism Rates of Successful Graduates @ 24 months post programming	Drug Court is impacting long term sobriety and reducing recidivism two years post programming.	NA	NA	NA
CANS - Decrease in Failure to Appear Rate Comparing Text Messages vs. No Text Messages	Text reminders reduce failure to appear rates.	NA	3%	3.5%
OAR/OWL - Recidivism Rates of Successful Graduates @ 6 month post programming	OAR Diversion Program is impacting recidivism @ six months post programming.	NA	<6%	<6%
OAR/OWL - Recidivism Rates of Successful Graduates @ 12 month post programming	OAR Diversion Program is impacting recidivism @ twelve months post programming.	NA	<8%	<8%
OAR/OWL - Recidivism Rates of Successful Graduates @ 24 months post programming	OAR Diversion Program is impacting recidivism @ twenty-four months post programming.	NA	NA	<12%
OAR/OWL - Satisfaction of Participants Post Programming	Participants agree or strongly agree that programming was beneficial and met their needs.	NA	70%	75%
OAR/OWL - Successful Program Completions	Participants were successful in reinstating their driving privilage.	NA	60%	65%

CRIMINAL JUSTICE COORDINATING

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	0	0	0	240,000	240,000	276,079	36,079	15.03%
Grants & Aids	0	0	0	0	0	116,733	116,733	0.00%
User Fees	0	0	0	8,500	10,000	12,500	2,500	25.00%
Use of Fund Balance	0	0	0	0	99,046	45,000	(54,046)	-54.57%
Total Revenues	0	0	0	248,500	349,046	450,312	101,266	29.01%
Expenses								
Labor	0	0	0	70,000	61,794	176,555	114,761	185.72%
Labor Benefits	0	0	0	10,715	9,567	61,547	51,980	543.33%
Supplies & Services	0	0	0	49,742	277,685	212,210	(65,475)	-23.58%
Addition to Fund Balance	0	0	0	118,043	0	0	0	0.00%
Total Expenses	0	0	0	248,500	349,046	450,312	101,266	29.01%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Changes and Highlights to the Department's Budget:

The 2017 budget continues to support the efforts of the CJCC. This budget reflects the continued support of the OAR Diversion and Adult Drug Court Programs. Additionally this budget includes the award of Wisconsin Treatment and Diversion grant monies to expand the Drug Court.

Expanding from a Drug Court to a Hybrid Treatment Court model will allow Sauk County to work with individuals whose crimes are perpetuated by either drugs and/or alcohol. In addition, this expansion allows funding for housing, transportation, monitoring, and treatment barriers that many participants face.

Finally, the 2017 budget also supports the addition of two full time positions. We will add a second full time case coordinator for Treatment Court and a full time behavioral health position which will be shared between the CJCC and the Sauk County Sheriff's Department.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	Change 4	Change 5	2017 Budget Request
Description of Change			Sober / Housing	Transportation	Monitoring	Behavioral Health Specialist	TAD	
Tax Levy	240,000	(5,070)				43,394	(2,245)	276,079
Use of Fund Balance or Carryforward Funds	99,046	(99,046)	30,000	5,000	10,000			45,000
All Other Revenues	10,000	2,500					116,733	129,233
Total Funding	349,046	(101,616)	30,000	5,000	10,000	43,394	114,488	450,312
Labor Costs	71,361	71,702				43,394	51,645	238,102
Supplies & Services	277,685	(173,318)	30,000	5,000	10,000		62,843	212,210
Capital Outlay	0	0						0
Transfers to Other Funds	0	0						0
Addition to Fund Balance	0	0						0
Total Expenses	349,046	(101,616)	30,000	5,000	10,000	43,394	114,488	450,312

Issues on the Horizon for the Department:

Additional staff support will be needed as this department continues to grow and change.

Corporation Counsel

Department Vision - Where the department would ideally like to be

Provide legal advice and guidance to County officials to assist them in making policy decisions, and provide legal support to the organization to facilitate and carry out those decisions.

Department Mission - Major reasons for the department's existence and purpose in County government

Provide professional legal services to Sauk County government, including the Board of Supervisors, committees, departments, and connected boards and commissions, and provide legal representation of the public interest in statutorily and contractually defined areas.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Continue efforts to improve the use of existing technology while implementing mandatory E-Filing.	E filing implemented into the office routine.	2015 saw the implementation of Concourse while 2016 saw the refinement of office procedures as well as the implementation of Outlook. 2017 will see the implementation of E Filing and the attendant issues inherent in that.	4/1/2017
Support economic development activity through proactive legal support to the County.	Projects like the Great Sauk Trail and other identified priorities are not delayed due to lack of legal support.	Work proactively toward the goal of having the first segment of the Great Sauk State Trail open by next summer.	6/1/2017
Respond to the challenges and opportunities posed by the Ho-Chunk Nation in the areas of increased assertion of sovereignty, trust land, or improving mutual collaboration in areas of common interest.	The county's priorities with regard to the Ho-Chunk Nation are provided the legal support they need to come to fruition.	This has been relatively quiet of late, but the Ho-Chunk are reaching out to the county, and this office is ready to assist the county in finding opportunities within the legal rubric in which we have to operate.	12/31/2017
Support the County's efforts to protect the health and safety of Sauk County.	Terminations of old programs and transitions to new programs receive the legal support necessary to achieve objectives.	2017 is likely the year that the Health Department assumes full agent status for the State of Wisconsin. That will require considerable legal support in the areas of ordinance redrafting, contract review and assuming enforcement responsibilities.	7/1/2017
Support the County's efforts at enhancing security and resiliency in the areas of cyber and facility protection.	Legal support to policy development and implementation successfully secures protected information.	I have been a member of the Information Security Team and assisted in drafting or reviewed all policies involving the implementation of HIPAA requirements and the HITECH Act.	7/1/2017

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
General Government Legal Services	The Office serves as a general attorney to the county providing legal advice in all areas including tort claims, general government law, real estate, ordinance drafting, code enforcement and a myriad of other civil law areas.	Wis Stat 59.42	Other Revenues	$20	2.93	Legal Opinions Rendered - % of opinions rendered/status given within 2 weeks. P&Z, Public Health & Parks Violations - % of cases where action is taken to gain compliance with ordinance within 2 weeks of request.
			TOTAL REVENUES	**$20**		
			Wages & Benefits	$248,340		
			Operating Expenses	$20,427		
			TOTAL EXPENSES	**$268,767**		
			COUNTY LEVY	**$268,747**		
Human Services	The Office represents the Sauk County Department of Human Services in various types of actions that involve protection of individuals and the public. These kinds of matters include involuntary mental commitments, juvenile matters such as children in need of protection and services cases and termination of parental rights, guardianships and protective placements.	Wis Stat 48.09, 51.20, 55.02	User Fees	$0	2.27	TPR/CHIPS hearings & filings - % of cases resolved within statutory deadlines.
			Other Revenues	$102,999		
			TOTAL REVENUES	$102,999		
			Wages & Benefits	$212,536		
			Operating Expenses	$14,226		
			TOTAL EXPENSES	**$226,762**		
			COUNTY LEVY	**$123,763**		

Corporation Counsel

Labor Management Relations	This area involves advising the Personnel Director on personnel law, representing the County in labor negotiations and representing the County in all manner of administrative law matters including grievance arbitration and practice before the Wisconsin Employment Relations Commission.	Wis. Stat. 111.70	Grants	$0	0.06	Negotiations are handled efficienty resulting in cost effective labor agreements. The county is professionally defended in labor relations tribunnals.
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$7,270		
			Operating Expenses	$1,824		
			TOTAL EXPENSES	**$9,094**		
			COUNTY LEVY	**$9,094**		
Child Support Enforcement	The Office is responsible for providing representation to the Sauk County Child Support Agency in all areas of their enforcement function.	IV-D of Federal Social Security Act	Other Revenues	$113,013	1.03	Child Support Agency improves its metrics due to proactive legal support.
			TOTAL REVENUES	**$113,013**		
			Wages & Benefits	$116,356		
			Operating Expenses	$0		
			TOTAL EXPENSES	**$116,356**		
			COUNTY LEVY	**$3,343**		
Totals			**TOTAL REVENUES**	**$216,032**	6.29	
			TOTAL EXPENSES	**$620,978**		
			COUNTY LEVY	**$404,946**		

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Legal Opinions and Reviews	418	440	430
Guardianship and Protective Placement Hearings and Reviews	162	154	155
Mental Comittment Hearings and Settlements	109	104	105
Juvennile Matters CHIPS/TPRS Cases Filed and Hearings	217	209	210

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Legal Opinions Rendered - % of opinions rendered/status given within 2 weeks	County departments are getting timely legal support necessary for their operations.	418 opinions, 98%	440 opinions, 100%	Estimate 430 opinions, 100%
TPR/CHIPS hearings & filings - % of cases resolved within statutory deadlines	Abused and neglected children are protected and are ultimately living in a safe and supporting environment.	217 matters, 100%	168 matters, 100%	Estimate 180 hearings and filings, 100%
P&Z, Public Health & Parks Violations -% of cases where action is taken to gain compliance with ordinance within two weeks of the request	Ordinance enforcement results in a safer and more pleasant county community.	52 violations, 100%	48 violations, 100%	Estimate 50 actions, 100%

CORPORATION COUNSEL

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	378,763	372,794	384,970	402,578	402,578	404,947	2,369	0.59%
Intergovernmental	201,003	205,137	208,440	213,972	214,289	216,012	1,723	0.80%
Miscellaneous	17	20	195	20	20	20	0	0.00%
Total Revenues	579,783	577,951	593,605	616,570	616,887	620,979	4,092	0.66%
Expenses								
Labor	398,688	409,961	418,635	422,214	435,679	453,178	17,499	4.02%
Labor Benefits	129,804	132,427	132,303	138,913	141,374	131,325	(10,049)	-7.11%
Supplies & Services	21,787	23,703	32,037	33,244	39,834	36,476	(3,358)	-8.43%
Addition to Fund Balance	29,504	11,860	10,630	22,199	0	0	0	0.00%
Total Expenses	579,783	577,951	593,605	616,570	616,887	620,979	4,092	0.66%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

SAUK COUNTY, WISCONSIN
2017 BUDGET
HIGHLIGHTS

Department: Corporation Counsel

Changes and Highlights to the Department's Budget:

There are no changes to the discretionary items in the budget. The budget continues the county's commitment to case management efficiencies and moving the office forward with implementation of recently acquired systems.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	402,578	2,369				404,947
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	214,309	1,723				216,032
Total Funding	616,887	4,092	0	0	0	620,979
Labor Costs	577,053	7,450				584,503
Supplies & Services	39,834	(3,358)				36,476
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	616,887	4,092	0	0	0	620,979

Issues on the Horizon for the Department:

The office will continue to evaluate the need for additional para-professional support. The implemenation of a case management system and simplified office procedures are leading to efficiencies that may obviate the need for additional support staff in the future.

COUNTY BOARD

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	154,129	139,327	142,198	142,044	142,044	152,026	9,982	7.03%
Use of Fund Balance	0	0	0	4,730	0	0	0	0.00%
Total Revenues	154,129	139,327	142,198	146,774	142,044	152,026	9,982	7.03%
Expenses								
Labor	76,800	78,515	79,955	82,060	79,560	86,690	7,130	8.96%
Labor Benefits	6,408	6,554	6,664	6,915	6,721	7,272	551	8.20%
Supplies & Services	52,141	52,170	54,613	57,799	55,763	58,064	2,301	4.13%
Addition to Fund Balance	18,780	2,088	965	0	0	0	0	0.00%
Total Expenses	154,129	139,327	142,198	146,774	142,044	152,026	9,982	7.03%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Changes and Highlights to the Department's Budget:

No particular changes to operations are anticipated in 2017.

Effective with the term of office beginning April 2016, the County Board authorized an increase to the Chair salary from $400 per month to $800 per month.

Additional committee per diem and mileage is anticipated due to the 2017 mid-term assessment, Board structure committee and public input committee.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Increase County Board Chair Salary**	**Additional Committee Per Diems and Mileage**		
Tax Levy	142,044	1,065	5,167	3,750		152,026
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	0	0				0
Total Funding	142,044	1,065	5,167	3,750	0	152,026
Labor Costs	86,281	(1,236)	5,167	3,750		93,962
Supplies & Services	55,763	2,301				58,064
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	142,044	1,065	5,167	3,750	0	152,026

Issues on the Horizon for the Department:

County Board members will continue to be encouraged to utilize technology for accessing meeting documentation. This should increase availability of information to all Board members regardless of Committee membership, save on printing and mailing costs, and expedite access to documentation.

County Clerk

Department Vision - Where the department would ideally like to be
To provide effective daily administrative duties and statutory functions to the public and all government agencies.

Department Mission - Major reasons for the department's existence and purpose in County government
To provide efficient and cost effective services in conjunction with other county government operations and perform all election related and general, administrative functions for the public as well as county and municipal government, in accordance with WI Stat. 59.23, 19.81-19.98, 19.84 and all election statutes.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
High level of customer service	Customer Satisfaction Survey	New Position - Fill the new position and get the person up to speed with office functions so that as a team we are able to serve the public with a high level of customer service. Accuracy and efficiency.	12/31/2017
Provide services that are effective to the public as well as taking on advanced services to ensure that the services we currently provide are more effective	1. Ability to meet mandated deadlines 2. Monitoring the number of passport photos taken compared to the number of passport applications we are accepting	1. Senate Bill 295 - This became effective March 2016 - have staffing in place to accommodate the tracking of all absentee information for our 23 "WisVote Relier" municipalities in an effective and timely manner; while also having staff in place to support the ongoing functions of the regular election responsibilities. 2. Passport Photo Station - Would like to incorporate this feature for our passport customers; allowing them to access all services in one location. This would also generate revenue for the office.	12/31/2017
High level of outreach to provide information on services we provide to the public	Reduce the number of people coming into the office with missing documentation for our services	1. Create better informational handouts for services within the office. 2. Give informational handouts to local wedding venues to have readily available for couples applying for a marriage license. 3. Advertise as a passport acceptance facility in the paper occasionally. 4. Utilize the entrance alcove in WSB occasionally to display information on passports and elections to better inform the public.	12/31/2017

County Clerk

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
County Administration	1) Administer on behalf of the county multiple licenses and permits: marriage licenses, domestic partnership agreements, dissolution of domestic partnerships, passports, dog license, open air assembly permits, county park stickers, timber notification filings & issuance thereof. 2) Central record keeper of multiple county documents and databases. 3) Certify compliance of Open Meeting Law. 4) Maintain file system for all county meeting agendas and minutes. 5) Apportionment of county and state taxes to municipalities. 6) Administer Care of Veterans Graves to Cemetery Associations.	Wis Stats Ch 174 Dog Licenses, 765 Marriage Licenses, 770 Domestic Partnerships, 59 Zoning, 91 Farmland Preservation, 26.03 Timber Permits, 19 Oaths & Bonds & multiple additional statutes. 70.63 Apportionment. 45.85 Vets Graves *Passport services are not mandated - however, good revenue source and needed service in the Baraboo &	User Fees Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$20,650 $0 **$20,650** $80,388 $7,328 **$87,716** **$67,066**	1.25	Daily office administration and customer support
County Board	1) Attend all regular and special board meetings, maintain official records for Sauk County Board of Supervisors. Issue "Oath of Office" and "Certificate of Election" to board members. 2) Publish and certify official minutes of the Board of Supervisors, adopted resolutions and county ordinances. 3) Serve as "Filing Officer" and source of information for individuals seeking to run for the office of County Board Supervisors. 4) Receive document claims filed against Sauk County. 5) Maintain record of rezoning petitions.	Wis Stats Ch 59, including 59.23(1), 59.23(b), 59.11	User Fees Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** $54,505 $7,328 **$61,833** **$61,833**	0.75	Length of time to compile and mail monthly county board agendas, prepare and mail monthly county board minutes, and all other county board duties
Elections	1) Serve as provider for 23 "WisVote Relier" municipalities. Draft and update WisVote Memorandum of Understanding, all WisVote responsibilities required as a provider, four-year voter purge, provisional tracking and reporting, cost of elections (GAB 190), absentee tracking, etc. 2) Coordinate and publish all election notices. 3) Draft, review, and receive nomination papers, declaration of candidacy and campaign registration statements and maintain filing system for same. Issue certificate of election and oath of office forms. 4) Serve as collection point to coordinate candidate and referenda material for eventual placement on ballots. 5) Draft, proof and distribute test, absentee and official ballots and election supplies for all elections. Coordinate testing of election tabulating equipment. 6) Appoint "Board of Canvassers". 7) Maintain official record of all county election results and election financial reports and report final canvass results to GAB. 8) Conduct county re-count proceedings and maintain official minutes.	Wis Stats Ch 5.62, 5.66, 7.10, 7.60, 10.64, 59.11 & 59.14 and all election statutes	User Fees/MOU's Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$77,467 $0 **$77,467** $132,843 $66,610 **$199,453** **$121,986**	2.00	Length of time to process all election and WisVote responsibilities each year
Totals			**TOTAL REVENUES** **TOTAL EXPENSES** **COUNTY LEVY**	**$98,117** **$349,002** **$250,885**	4.00	

County Clerk

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Marriage Licenses Issued	425	415	400
Passports	0	75	225
Dog/Kennel Licenses Sold	5300/7	5300/7	5300/7
County Park Stickers	50	50	50
Open Air Assembly Permits Issued	0	0	0
Timber Notices Issued	150	150	150
County Directory	24 printed/website	24 printed/website	24 printed/website
County Board Proceedings Book	5 printed/website	4 printed/website	4 printed/website
Resolutions & Ordinances Considered	130	130	130
Elections Conducted	2	4	2
Domestic Partnership Agreements Issued	0	0	1
Termination of Domestic Partnerships Issued	0	1	1
Number of Registered Voters	36,100	36,800	36,800
Number of SVRS Reliers	25	23	23

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Processing Marriage Licenses	Inform the public better so they have proper documentation when applying for a marriage license. This will eliminate couples having to make several trips to the office.	15-20 minutes	20 minutes	15-20 minutes
Length of time to process one (GAB 131) voter registration form information into WisVote for all 23 "WisVote Relier" Municipalities	Keep municipal clerks up to date on requirements so that we have all information when processing these forms.	5 minutes per application if all information is complete	5 minutes per application if all information is complete	5 minutes per application if all information is complete
Processing absentee applications & ballots (sent & returned) for all 23 "WisVote Relier" municipalities	Keep municipal clerks up to date on requirements so that we can process these at a continuous pace while paying attention to great detail and still meeting the mandatory deadlines.	Not Required	3 months of solid tracking/updating for each election	3 months of solid tracking/updating for each election
Processing and reconciling municipal clerks' poll books against WisVote, entry of GAB-190's/GAB-191's for each election for all 23 "WisVote Relier" municipalities	Keep municipal clerks up to date on requirements so that we can process these at a continuous pace while paying attention to great detail and still meeting the mandatory deadlines.	Estimate - 15 days following each election	Estimate - 30 days following each election	Estimate - 30 days following each election
Process Passport Applications	Inform the public better so they have proper documentation when submitting passport applications. This will eliminate customers having to make several trips to the office.	Didn't Provide Service	Average issuance 30 Minutes	Average issuance 20 Minutes
Incorporate Passport Photo Station	This would be convenient for customers applying for a passport. Customers would be able to do everything in one location. Would also generate more revenue to the office.	Didn't Provide Service	Didn't Provide Service	Begin Service

COUNTY CLERK / ELECTIONS

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	191,788	185,788	192,664	221,431	221,431	250,887	29,456	13.30%
Licenses & Permits	15,705	16,880	16,200	15,000	15,000	15,000	0	0.00%
User Fees	193	52	96	3,005	25	5,650	5,625	22500.00%
Intergovernmental	88,917	96,255	80,411	95,467	92,467	77,467	(15,000)	-16.22%
Miscellaneous	0	0	0	0	26,295	0	(26,295)	-100.00%
Use of Fund Balance	0	0	359,340	17,342	0	0	0	0.00%
Total Revenues	296,603	298,975	648,711	352,245	355,218	349,004	(6,214)	-1.75%
Expenses								
Labor	136,382	141,855	163,166	164,867	166,630	189,319	22,689	13.62%
Labor Benefits	55,053	58,016	56,954	66,205	66,205	78,418	12,213	18.45%
Supplies & Services	58,495	77,054	50,437	121,173	122,383	81,267	(41,116)	-33.60%
Capital Outlay	0	0	378,154	0	0	0	0	0.00%
Addition to Fund Balance	46,673	22,050	0	0	0	0	0	0.00%
Total Expenses	296,603	298,975	648,711	352,245	355,218	349,004	(6,214)	-1.75%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Changes and Highlights to the Department's Budget:

Elections - Two regularly scheduled elections in 2017 (Spring Primary & Spring Election). If there would be any petitions filed for recall elections, those elections may not be held concurrently with the two already scheduled. These additional costs for Recall and/or Recount elections are not budgeted expenses.

Statewide Voter Registration System (WisVote) - Memorandums of Understanding (MOU) with 23 municipalities cover salary for one deputy clerk's position. (Note: Initially, the additional responsibilities for accepting and overseeing the required processes for the counties local municipalities were accepted with the approval of the creation of one additional deputy county clerk. The MOU revenue covered the salary for that additional deputy).

Restored Deputy Position in August 2016 - increase in department salaries.

Passport Services on May 16, 2016 which will increase department revenue.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Restored Deputy Position**	**2 Election Year**	**Passport Services**	
Tax Levy	221,431	26,915	52,566	(44,400)	(5,625)	250,887
Use of Fund Balance or Carryforward Funds	26,295	(26,295)				0
All Other Revenues	107,492	(15,000)			5,625	98,117
Total Funding	355,218	(14,380)	52,566	(44,400)	0	349,004
Labor Costs	232,835	(17,665)	52,566			267,736
Supplies & Services	122,383	3,285		(44,400)		81,268
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	355,218	(14,380)	52,566	(44,400)	0	349,004

Issues on the Horizon for the Department:

DEBT SERVICE

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	250,000	250,000	0	0	0	0	0	0.00%
Interest	1,843	2,073	1,837	5,500	750	750	0	0.00%
Transfer from other Funds	2,195,720	3,738,432	1,667,339	1,670,599	1,668,599	1,522,334	(146,265)	-8.77%
Bond Proceeds	0	2,579,392	0	7,392,309	0	0	0	0.00%
Premium on Bonds Issuance	0	103,617	0	0	0	0	0	0.00%
Use of Fund Balance	0	0	0	0	0	0	0	0.00%
Total Revenues	2,447,563	6,673,514	1,669,176	9,068,408	1,669,349	1,523,084	(146,265)	-8.76%
Expenses								
Principal Redemption	1,840,000	6,105,000	869,928	8,205,672	890,672	908,792	18,120	2.03%
Interest Payments	607,563	535,510	354,666	314,430	333,249	169,268	(163,981)	-49.21%
Debt Issuance Costs	0	33,004	0	92,535	0	0	0	0.00%
Addition to Fund Balance	0	0	444,582	455,771	445,428	445,024	(404)	-0.09%
Total Expenses	2,447,563	6,673,514	1,669,176	9,068,408	1,669,349	1,523,084	(146,265)	-8.76%
Beginning of Year Fund Balance	0	0	0	444,582		900,353		
End of Year Fund Balance	0	0	444,582	900,353		1,345,377		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

This budget includes an addition to fund balance to smooth the levy impact of fluctuations in debt service due to refundings.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	0					0
Use of Fund Balance or Carryforward Funds	0					0
All Other Revenues	1,669,349	(146,265)				1,523,084
Total Funding	1,669,349	(146,265)	0	0	0	1,523,084
Labor Costs						0
Supplies & Services	1,223,921	(145,861)				1,078,060
Capital Outlay						0
Addition to Fund Balance	445,428	(404)				445,024
Total Expenses	1,669,349	(146,265)	0	0	0	1,523,084

Issues on the Horizon for the Department:

Any issuance and payment of debt related to the Health Care Center is recorded in the Health Care Center fund. This accounting procedure allows the debt payments to be applied to Medicare and Medicaid rates.

GENERAL OBLIGATION DEBT SCHEDULE
General Debt Service and Health Care Center Funds Combined

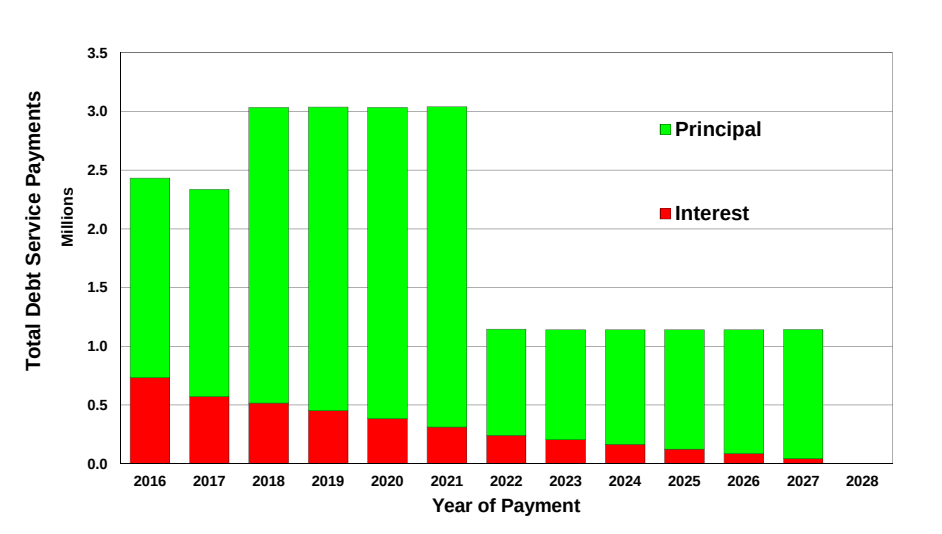
Year of Payment	Principal	Interest	Total Payments	Year-End Outstanding Principal
2002	415,000	991,782	1,406,782	30,705,000
2003	765,000	1,222,531	1,987,531	28,790,000
2004	1,015,000	1,147,251	2,162,251	30,785,000
2005	2,530,000	1,255,520	3,785,520	28,710,000
2006	2,830,000	998,417	3,828,417	25,880,000
2007	2,350,000	1,000,539	3,350,539	28,530,000
2008	2,320,000	1,060,293	3,380,293	26,210,000
2009	1,630,000	1,513,035	3,143,035	29,545,000
2010	2,025,000	1,313,453	3,338,453	32,445,000
2011	1,965,000	1,326,521	3,291,521	30,480,000
2012	2,090,000	1,204,877	3,294,877	28,390,000
2013	2,170,000	1,126,157	3,296,157	26,220,000
2014	2,255,000	1,042,841	3,297,841	21,830,000
2015	1,685,000	794,642	2,479,642	20,145,000
2016	1,700,000	733,921	2,433,921	18,225,000
2017	1,765,000	571,719	2,336,719	16,460,000
2018	2,515,000	518,794	3,033,794	13,945,000
2019	2,585,000	452,594	3,037,594	11,360,000
2020	2,650,000	384,294	3,034,294	8,710,000
2021	2,725,000	314,094	3,039,094	5,985,000
2022	905,000	241,594	1,146,594	5,080,000
2023	935,000	205,394	1,140,394	4,145,000
2024	975,000	167,019	1,142,019	3,170,000
2025	1,015,000	126,800	1,141,800	2,155,000
2026	1,055,000	86,200	1,141,200	1,100,000
2027	1,100,000	44,000	1,144,000	0
2028	0	0	0	0

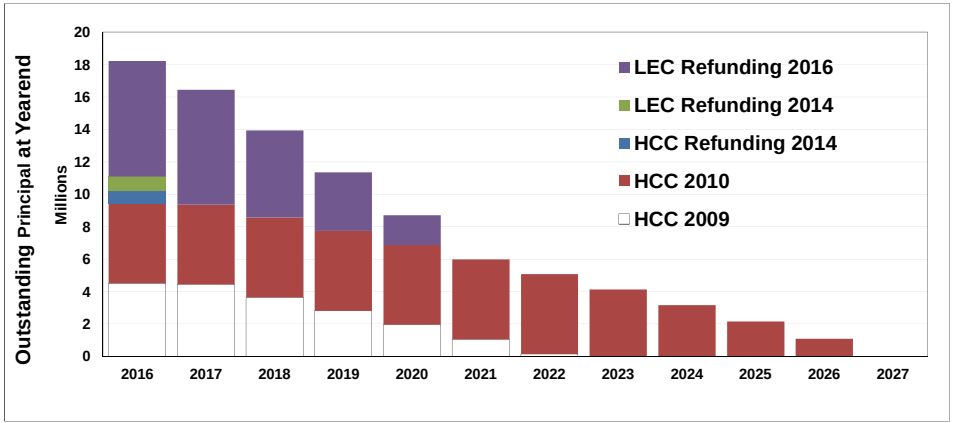
Includes interest, not principal, of bond anticipation notes.

Legal Debt Limits

Section 67.03(1) of the Wisconsin Statutes restricts county general obligation debt to "5% of the value of the taxable property located (within the county) as equalized for state purposes." Values equalized for state purposes include tax incremental financing district increments, and do not necessarily equal value for computation of the levy rate.

2016 County Equalization Report as issued by the Wisconsin Department of Revenue		$6,902,999,700
5% Debt Limitation	100.00%	$345,149,985
Outstanding General Obligation Debt at 1/1/2017	5.28%	$18,225,000
Remaining Debt Margin	94.72%	$326,924,985





The Health Care Center budget includes repayment of $4,965,000 of general obligation advance refunding bonds issued in 2009, and $4,925,000 and $2,335,608 of general obligation refunding bonds for construction of a replacement facility. The Health Care Center is accounted for as an enterprise fund, so debt issuance and repayment is recorded in that fund, not the Debt Service fund, with repayment starting in 2008.

Future Debt Plans

There are no other known debt issuance needs planned at this time. However, whenever interest rates are such that opportunities arise to refinance debt and obtain savings, these opportunities will be explored. Further, opportunities to extinguish debt using reserves will be considered. Consult the Capital Improvement Plan for possible future projects needing funding.

GENERAL OBLIGATION DEBT SCHEDULE BY ISSUE

Issue Type:	General Obligation Refunding Bonds				General Obligation Refunding Bonds				General Obligation Refunding Bonds			
Purpose:	Advance Refunding of Law Enforcement Center Bonds - for maturities due 2012 (partial), 2013, and 2018 through 2021				Refunding of May 1, 2004 Law Enforcement $4,650,000 and December 31, 2007 Skilled Nursing Facility $2,400,000 $2,000,000 cash applied				Refunding of December 29, 2005 Law Enforcement $10,000,000			
Dated:	December 29, 2005				September 10, 2014				July 18, 2016			
Original Issue $:	$10,000,000				$2,579,392				$7,125,000			
Moody's Rating:	Aa3. Rating enhanced with bond insurance to Aaa				Aa1				Aa1			
Principal Due:	October 1				October 1				October 1			
Interest Due:	April 1 and October 1				April 1 and October 1				April 1 and October 1			
Callable:	October 1, 2015 at par				None				None			
CUSIP:	804328				804328				804328			
Paying Agent:	Associated Bank				Associated Bank				Associated Bank			
Budgeted Fund:	Debt Service				Debt Service				Debt Service			
Year of Payment	Principal	Interest		Total	Principal	Interest		Total	Principal	Interest		Total
2006	135,000	298,108	3.750%	433,108				0				0
2007	20,000	389,493	3.500% *	409,493				0				0
2008	20,000	388,793	3.500% *	408,793				0				0
2009	25,000	388,093	3.500% *	413,093				0				0
2010	25,000	387,218	3.500% *	412,218				0				0
2011	25,000	386,343	3.500% *	411,343				0				0
2012	1,015,000	385,468	4.000% **	1,400,468				0				0
2013	1,340,000	344,868	4.000% **	1,684,868				0				0
2014	25,000	291,268	4.000% **	316,268				0				0
2015	25,000	290,268	4.000% **	315,268	844,928	63,845	2.000% *	908,773				0
2016	Refunded 7-16	241,056	4.000% **	241,056	860,672	43,427	2.000% *	904,099		28,896	2.000%	28,896
2017	Refunded 7-16	0	4.000% **	0	873,792	26,214	3.000% **	900,006	35,000	142,500	2.000%	177,500
2018	Refunded 7-16	0	4.000% **	0				0	1,720,000	141,800	2.000%	1,861,800
2019	Refunded 7-16	0	3.850%	0				0	1,755,000	107,400	2.000%	1,862,400
2020	Refunded 7-16	0	3.900%	0				0	1,790,000	72,300	2.000%	1,862,300
2021	Refunded 7-16	0	4.000% **	0				0	1,825,000	36,500	2.000%	1,861,500
2022				0				0				0
2023				0				0				0
2024				0				0				0
2025				0				0				0
2026				0				0				0
2027				0				0				0
			Average				Average				Average	
Totals	2,655,000	3,790,972	3.950%	6,445,972	2,579,392	133,486	2.501%	2,712,878	7,125,000	529,396	2.000%	7,654,396

In general, interest rates increase over the lives of bond issues due to uncertainty as to the issuer's ability to make bond payments farther in the future.
* Indicates the lowest interest rate for each issue.
** Indicates the highest (remaining if refunded) interest rate for each issue.

Callable maturities

GENERAL OBLIGATION DEBT SCHEDULE BY ISSUE

Issue Type:	General Obligation Advance Refunding Bonds				General Obligation Advance Refunding Bonds				General Obligation Refunding Bonds			
Purpose:	Skilled Nursing Facility				Skilled Nursing Facility				Refunding of May 1, 2004 Law Enforcement $4,650,000 and December 31, 2007 Skilled Nursing Facility $2,400,000 $2,000,000 cash applied			
Dated:	October 13, 2009				July 6, 2010				September 10, 2014			
Original Issue $:	$4,965,000				$4,925,000				$2,335,608			
Moody's Rating:	Aa3				Aa2				Aa1			
Principal Due:	October 1				October 1				October 1			
Interest Due:	April 1 and October 1				April 1 and October 1				April 1 and October 1			
Callable:	October 1, 2019 at par				October 1, 2020 at par				None			
CUSIP:	804328				804328				804328			
Paying Agent:	Associated Bank				Associated Bank				Associated Bank			
Budgeted Fund:	Health Care Center				Health Care Center				Health Care Center			
Year of Payment	Principal	Interest		Total	Principal	Interest		Total	Principal	Interest		Total
2006				0				0				
2007				0				0				
2008				0				0				
2009				0				0				0
2010	110,000	185,564	2.000% *	295,564				0				0
2011	25,000	189,763	2.000% *	214,763		246,226		246,226				0
2012	75,000	189,263	2.500%	264,263		199,194		199,194				0
2013	75,000	187,388	2.750%	262,388		199,194		199,194				0
2014	60,000	185,325	3.000%	245,325		199,194		199,194				0
2015	50,000	183,525	3.000%	233,525		199,194		199,194	765,072	57,811	2.000% *	822,883
2016	60,000	182,025	3.250%	242,025		199,194		199,194	779,328	39,323	2.000% *	818,651
2017	65,000	180,075	3.500%	245,075		199,194		199,194	791,208	23,736	3.000% **	814,944
2018	795,000	177,800	4.000% **	972,800		199,194		199,194				0
2019	830,000	146,000	4.000% **	976,000		199,194		199,194				0
2020	860,000	112,800	4.000% **	972,800		199,194		199,194				0
2021	900,000	78,400	4.000% **	978,400		199,194		199,194				0
2022	905,000	42,400	4.000% **	947,400		199,194		199,194				0
2023	155,000	6,200	4.000% **	161,200	780,000	199,194	4.125% **	979,194				0
2024				0	975,000	167,019	4.125% **	1,142,019				0
2025				0	1,015,000	126,800	4.000% *	1,141,800				0
2026				0	1,055,000	86,200	4.000% *	1,141,200				0
2027				0	1,100,000	44,000	4.000% *	1,144,000				0
			Average				Average				Average	
Totals	4,965,000	2,046,528	3.958%	7,011,528	4,925,000	3,060,569	4.010%	7,985,569	2,335,608	120,870	2.501%	2,456,478

In general, interest rates increase over the lives of bond issues due to uncertainty as to the issuer's ability to make bond payments farther in the future.
* Indicates the lowest interest rate for each issue.
** Indicates the highest (remaining if refunded) interest rate for each issue.

Callable maturities

General Non-Departmental

These General Fund accounts are general accounts whose transactions do not pertain to the mission or activities of any specific Sauk County department.

Fund General Fund 10 Department General Non-Departmental 999	2013 Actual	2014 Actual	2015 Actual	2016 6 Months Actual	2016 Modified Budget	2016 Estimated	2017	Dollar Change
10999 GENERAL REVENUES								
411100 General Property Taxes	4,949,074.46	4,415,884.03	5,143,103.88	2,900,292.00	5,800,584.00	5,800,584.00	6,479,909.00	(679,325.00)
412100 Sales Tax Discount Retailer's Discount retained on taxable sales made by the County.	(164.86)	(201.13)	(131.02)	(65.59)	(150.00)	(150.00)	(150.00)	-
412200 County Sales Tax Revenues One-half percent sales tax initiated in 1992. Pursuant to Section 30.04(1) of the Sauk County Code of Ordinances, the sales tax was created "for the purpose of reducing the property tax levy by 1) paying the debt service on any bond or note issuance, 2) paying for designated capital projects, and 3) any remainder revenues to further offset the levy."	(7,519,870.32)	(8,000,255.68)	(8,483,879.65)	(2,560,389.04)	(7,470,179.00)	(8,600,000.00)	(8,000,000.00)	529,821.00
422100 Shared Revenue Payment from the State to local governments without restrictions on use. The program's goals are property tax relief, equalization of revenue raising ability among local governments, and compensation for utility property.	(763,829.42)	(734,674.16)	(708,541.44)	-	(701,728.00)	(709,340.00)	(701,889.00)	161.00
422150 Computer Aid Payment from the State to offset the taxable value lost when business computers were exempted from personal property tax.	(112,562.00)	(103,008.00)	(103,290.00)	-	(95,000.00)	(100,808.00)	(95,000.00)	-
424120 Indirect Cost Reimbursement Reimbursement from certain Federal and State programs for the cost of central services provided by County departments.	(200,073.40)	(233,713.98)	(96,578.20)	(51,060.84)	(102,122.00)	(102,122.00)	(139,097.00)	36,975.00
424635 Arts & Humanities Grants Advocate for and expand arts, humanities and historic resources in the County.	(7,010.00)	(7,010.00)	(7,010.00)	(7,010.00)	(7,010.00)	(7,010.00)	(7,010.00)	-
425970 ATC Environmental Impact Fee Environmental impact fee received from the American Transmission Company and Xcel Energy for expansion of the Badger Coulee transmission line.	-	-	-	-	-	(908,662.00)	-	-
481420 Interest on Loan Payments Interest on loan made to the Tri-County Airport for hanger construction. Loan complete 2018.	(135.74)	(112.12)	(88.52)	(40.47)	(64.00)	(74.00)	(47.00)	(17.00)

General Non-Departmental

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Fund General Fund 10 Department General Non-Departmental 999	2013 Actual	2014 Actual	2015 Actual	2016 6 Months Actual	2016 Modified Budget	2016 Estimated	2017	Dollar Change
482100 Rent of County Buildings Rent of office space to the Wis Dept of Natural Resources Forester, Federal Farm Service Agency, the Humane Society, VARC, and Sauk Co. Development Corp. Beginning 2013 - Includes revenue for Workforce Development Board of South Central Wisconsin, Department of Workforce Development and Madison Area Technical College (MATC ended August 2016).	(91,381.58)	(130,023.51)	(133,079.97)	(73,589.32)	(133,396.00)	(134,336.00)	(135,691.00)	2,295.00
483600 Sale of County Owned Property Proceeds from sale of surplus property.	(8,270.30)	(7,724.11)	(11,638.78)	(4,309.91)	(5,000.00)	(6,500.00)	(5,000.00)	-
484110 Miscellaneous Public Charges Miscellaneous revenues.	(6,913.79)	(1,969.78)	(996.75)	(183.20)	(1,000.00)	(1,000.00)	(1,000.00)	-
492200 Transfer from Special Revenue Funds 2011-2014 - Transfer of Human Services excess fund balance and interfund investment income. 2015 - Budgeted transfer of interfund investment income.	(1,066,456.69)	(2,545,755.76)	(1,886,921.44)	(1,400,460.67)	(7,000.00)	(1,403,961.00)	(7,000.00)	-
492600 Transfer from Enterprise Funds Transfer of Supplemental Payment Program revenues from the Health Care Center and interfund investment income.	(644,396.59)	(664,978.26)	(696,046.48)	(338,799.98)	(629,600.00)	(629,600.00)	(734,600.00)	105,000.00
492700 Transfer from Highway Fund Transfer of interfund investment income.	(4,666.27)	(3,702.63)	(5,064.81)	(2,500.02)	(5,000.00)	(5,000.00)	(8,000.00)	3,000.00
493100 General Fund Applied Use of General Fund balance to fund selected non-recurring projects. A budget only account; no actual revenues are received. Contingency fund of $350,000. Vacancy factory $700,000 in 2016 and $600,000 in 2017. Health Care Center gazebo $20,000 in 2016. Home Care closing costs $115,440 in 2017.	-	-	-	-	(1,070,000.00)	-	(1,065,440.00)	(4,560.00)
493200 Continuing Appropriations from Prior Year Re-appropriation of previously budgeted funds that were unspent due to projects not being completed in the year in which they were first budgeted. A budget only account; no actual revenues are received. 2015-UW-Baraboo/Sauk County Science funding. 2016-ATC Environmental Impact Fee projects.	-	-	-	-	(84,859.00)	-	(683,250.00)	598,391.00
TOTAL GENERAL REVENUES	**(5,476,656.50)**	**(8,017,245.09)**	**(6,990,163.18)**	**(1,538,117.04)**	**(4,511,524.00)**	**(6,807,979.00)**	**(5,103,265.00)**	**591,741.00**

General Non-Departmental

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Fund General Fund 10 **Department** General Non-Departmental 999	**2013 Actual**	**2014 Actual**	**2015 Actual**	**2016 6 Months Actual**	**2016 Modified Budget**	**2016 Estimated**	**2017**	**Dollar Change**
GENERAL EXPENSES								
10999134-524000 Court Appointed Special Advocate The CASA program trains volunteers to be another set of eyes for the court in CHIPS (children in need of placement or services) cases. These trained volunteers are court appointed and visit parents and/or children as dictated by state statute and report monthly to the Judge.	-	-	-	-	50,000.00	50,000.00	to Register in Probate	(50,000.00)
10999148-524000 Miscellaneous Expenses Miscellaneous expenses.	10,253.62	52.54	40,573.83	(3.48)	2,000.00	2,000.00	1,883.00	(117.00)
10999148-524700 Charitable and Penal Charges A special charge from the State for the cost of proceedings of involuntary commitments of Sauk County residents in State or other County's mental facilities.	296.65	3,537.24	5,313.38	1,010.47	2,020.00	2,020.00	242.00	(1,778.00)
10999190-526100 Contingency Expense One account aggregating contingent expenses from various departmental budgets, then reducing the total, since the likelihood that all contingent expenses will be spent is small.	-			-	350,000.00	-	350,000.00	-
10999350 Airports								
526100-99004 Tri-County Airport	15,665.00	21,336.00	16,805.00	15,665.00	15,665.00	15,665.00	15,665.00	-
526100-99003 Sauk-Prairie Airport	4,100.00	4,100.00	4,100.00	4,100.00	4,100.00	4,100.00	4,100.00	-
526100-99002 Reedsburg Airport	4,100.00	4,100.00	4,100.00	4,100.00	4,100.00	4,100.00	4,100.00	-
526100-99001 Baraboo-Dells Airport	4,100.00	4,100.00	4,100.00	4,100.00	4,100.00	4,100.00	4,100.00	-
TOTAL AIRPORTS	**27,965.00**	**33,636.00**	**29,105.00**	**27,965.00**	**27,965.00**	**27,965.00**	**27,965.00**	**-**
10999360-526100 Wisconsin River Rail Transit Eight-county consortium to maintain and manage existing railroad right-of-way.	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	-
10999361-526100 Pink Lady Rail Transit Commission Commission to promote rail service along the line from Madison to Reedsburg, WI.	585.00	-	675.00	900.00	900.00	900.00	1,200.00	300.00
10999510 Sauk County Library Board Provide library service for rural county residents.	935,390.62	928,659.20	996,175.06	1,000,998.68	1,001,008.00	1,002,642.00	1,027,131.00	26,123.00
10999513 Arts, Humanities Grant Advocate for and expand arts, humanities and historic resources in the County.	70,446.81	111,108.52	67,190.76	59,696.62	71,772.00	71,772.00	75,772.00	4,000.00

General Non-Departmental

These General Fund accounts are general accounts whose transactions do not pertain to the mission or activities of any specific Sauk County department.

Fund General Fund 10 **Department** General Non-Departmental 999	**2013 Actual**	**2014 Actual**	**2015 Actual**	**2016 6 Months Actual**	**2016 Modified Budget**	**2016 Estimated**	**2017**	**Dollar Change**
10999562 UW-Baraboo/Sauk County Operating & Outlay	80,000.00	80,000.00	90,000.00	90,000.00	90,000.00	90,000.00	131,000.00	41,000.00
10999562 UW-Baraboo/Sauk County Science Facility 50/50 Partnership between the City of Baraboo and Sauk County for UW-Baraboo/Sauk County campus maintenance of buildings and land.	24,262.50	514,682.12	2,339,946.27	10,584.92	84,859.00	10,585.00	-	(84,859.00)
10999677-526100 Sauk County Development Corp Promote and retain diverse economic vitality for Sauk County and its communities.	67,528.00	67,528.00	70,028.00	10,000.00	10,000.00	10,000.00	30,000.00	20,000.00
10999682-526100 Placemaking Countywide planning, design and management of public spaces, capitalizing on community assets, inspiration and potential, ultimately creating good public spaces that promote health, happiness and well being.	-	-	41,939.99	-	-	-	-	-
10999683-526100 ATC Environmental Impact Fee Projects Badger Coulee transmission line environmental impact fee projects.	-	-	-	-	-	-	683,250.00	683,250.00
10999900-595000 Transfer to Debt Service Fund Transfer of sales tax proceeds to fund debt service.	2,095,720.02	3,628,478.65	1,569,216.23	786,799.50	1,573,599.00	1,573,599.00	1,425,334.00	(148,265.00)
10999900-596000 Transfer to Enterprise Funds Transfer of sales tax proceeds to fund debt service. Transfer to Health Care Center for Home Care closing costs $115,440 in 2017.	502,759.00	1,276,071.00	1,285,626.00	609,700.50	1,219,401.00	1,219,401.00	1,321,488.00	102,087.00
TOTAL GENERAL EXPENSES	**3,843,207.22**	**6,671,753.27**	**6,563,789.52**	**2,625,652.21**	**4,511,524.00**	**4,088,884.00**	**5,103,265.00**	**591,741.00**
TOTAL DEPARTMENT REVENUE	**(5,476,656.50)**	**(8,017,245.09)**	**(6,990,163.18)**	**(1,538,117.04)**	**(4,511,524.00)**	**(6,807,979.00)**	**(5,103,265.00)**	**591,741.00**
TOTAL DEPARTMENT EXPENSE	**3,843,207.22**	**6,671,753.27**	**6,563,789.52**	**2,625,652.21**	**4,511,524.00**	**4,088,884.00**	**5,103,265.00**	**591,741.00**
ADDITION TO (-)/USE OF FUND BALANCE	**(1,633,449.28)**	**(1,345,491.82)**	**(426,373.66)**	**1,087,535.17**	**-**	**(2,719,095.00)**	**-**	

INSURANCE FUND

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Intergovernmental	10,282	49,110	13,934	21,002	82,593	95,424	12,831	15.54%
Interest	1,850	2,836	2,578	1,500	1,200	1,200	0	0.00%
Miscellaneous	21,201	21,360	21,187	0	0	0	0	0.00%
Use of Fund Balance	23,240	0	3,685	33,055	0	0	0	0.00%
Total Revenues	56,573	73,306	41,384	55,557	83,793	96,624	12,831	15.31%
Expenses								
Supplies & Services	56,573	51,866	41,384	55,557	52,093	49,500	(2,593)	-4.98%
Addition to Fund Balance	0	21,440	0	0	31,700	47,124	15,424	48.66%
Total Expenses	56,573	73,306	41,384	55,557	83,793	96,624	12,831	15.31%
Beginning of Year Fund Balance	491,417	468,177	489,617	485,932		452,877		
End of Year Fund Balance	468,177	489,617	485,932	452,877		500,001		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

SAUK COUNTY, WISCONSIN
2017 BUDGET
HIGHLIGHTS

Department: Insurance Fund

Changes and Highlights to the Department's Budget:

Change in charges to departments to bring the estimated 2016 year end fund balance back to its minimum of $500,000, as well as meet 2017 expenses. Estimated premiums are remaining steady for liability insurance. Interest earned on invested funds is expected to remain low.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	0	0				0
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	83,793	12,831				96,624
Total Funding	83,793	12,831	0	0	0	96,624
Labor Costs	0	0				0
Supplies & Services	52,093	(2,593)				49,500
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	31,700	15,424				47,124
Total Expenses	83,793	12,831	0	0	0	96,624

Issues on the Horizon for the Department:

Beginning Balance 01-01-2016 balance = $485,931. Estimated ending balance on 12-31-2016 = $452,876. Minimum required balance for the Self Insurance Fund is $500,000.

Land Records Modernization

Department Vision - Where the department would ideally like to be
Land Records Modernization will forward the goals set forth in the Land Records Modernization Plan, to improve access to Sauk County's land information through the application of cost effective technology solutions and modernized processes.

Department Mission - Major reasons for the department's existence and purpose in County government
The Mission of Land Records Modernization is to utilize retained funds from the recording of documents in the Register of Deeds Office for the purpose of improving the availability of Sauk County's land information.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific achievements	Completion Date
Consolidation of GIS dataset	Fire number data up to date in E911 system	Maintain fire number addresses to keep E911 up to date	Ongoing
Maintain the Land Records Modernization Plan	We are able to continue to retain fees from document recording	Update the Plan as necessary Provide required reporting to the Wis Department of Administration	Ongoing
Utilization of remaining redaction funds for modernization and preservation of existing paper records in the Register of Deeds Office	Completion of book scanning project Index created and updated	Digitize and Index old documents by Grantor / Grantee Develop and Maintain a Tract Index	1/31/2017 Ongoing
Improved Integration of Land Information Systems with existing County systems	Zoning layers on GIS complete All section corners and centers updated with current coordinates from tie sheets	Integration of Planning & Zoning Maps and Land Use Permitting Systems Complete Remonumentation of Section Corners countywide, including Center of Section Acquisition	6/30/2017 2018- 2019
Preserve, Scan & Index Paper Records	All Sauk County highway plans scanned into system	Scan and inventory County highway plans for the Highway Department Scanning and Indexing of Re-Survey Records	12/31/2017 1/31/2017
Incorporate Remonumentation & PLSS Data to Base Layers Information	All data collected in remonumentation incorporated into GIS	Implementing PLSS data, adjust and modify with Tax Parcel Data	Ongoing
Deploy Applications to meet County needs	All applications exist within GIS	Elections Results Application Highway Plan Application Create Place-Making Tour Application to promote attractions in Sauk Co Surveyor Application	Ongoing 7/31/2017 On Hold 7/31/2017
Maintain Base Map Data Layers	City data updated in GIS Data provided to program GIS maintained with edits	Incorporate City of Baraboo & City of Reedsburg Provide County Data to Community Maps Program Maintain parcel transactions and history	Ongoing Ongoing Ongoing

Land Records Modernization

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Land Records Modernization	State law allows for the retention of a portion of the recording fees received by the Register of Deeds Office, provided these fees are used for the modernization of land records information and the provision of the information on the internet.	Wis Stats 59.72(5)(b)3	User Fees / Misc	$50,000	1.60	Plan approval by State DOA
			Grants	$51,000		
			Use of Fund Balance	$82,030		
			TOTAL REVENUES	**$183,030**		
			Wages & Benefits	$109,012		
			Operating Expenses	$74,019		
			TOTAL EXPENSES	**$183,030**		
			COUNTY LEVY	**$0**		
Outlay	GIS Software Remonumentation	$50,000 $50,000	User Fees / Misc	$100,000	-	Remonumentation Progress
			Grants	$0		
			Use of Carryforward	$0		
			TOTAL REVENUES	**$100,000**		
			Wages & Benefits	$0		
			Operating Expenses	$100,000		
			TOTAL EXPENSES	**$100,000**		
			COUNTY LEVY	**$0**		
GIS	Maintenance of tax parcel maps. Provides Land Records Information to the public and other government agencies.	Wis Stats 59.72(5)(b)3	User Fees / Misc	$800	2.30	Parcels updated within GIS
			TOTAL REVENUES	**$800**		
			Wages & Benefits	$198,930		
			Operating Expenses	$0		
			TOTAL EXPENSES	**$198,930**		
			COUNTY LEVY	**$198,130**		
Totals			**TOTAL REVENUES**	**$283,830**	3.90	
			TOTAL EXPENSES	**$481,960**		
			COUNTY LEVY	**$198,130**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
Number of parcel edits completed annually	142	195	195
Hours spent on parcel edits	1,290	650	650
Number of section corners verified in GIS	N/A	664	600

Key Outcome Indicators - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Remonumentation corrections in GIS	Corners, PLSS, and Parcels adjusted to new location	N/A	38	40
Avg turn around time for parcel edits (# of working days)	Indicates how long it takes to have parcel edits available to the public.	N/A	3	2

LAND RECORDS MODERNIZATION

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	0	0	0	199,870	199,870	198,128	(1,742)	-0.87%
Grants & Aids	300	1,000	1,000	52,500	2,500	51,000	48,500	1940.00%
User Fees	248,318	207,265	151,575	150,000	150,000	150,800	800	0.53%
Use of Fund Balance	0	30,312	120,444	90,007	152,907	82,030	(70,877)	-46.35%
Total Revenues	248,618	238,577	273,019	492,377	505,277	481,958	(23,319)	-4.62%
Expenses								
Labor	32,301	47,642	56,085	235,487	248,687	227,693	(20,994)	-8.44%
Labor Benefits	2,510	4,110	7,743	79,020	79,020	80,246	1,226	1.55%
Supplies & Services	105,649	162,024	109,968	77,870	77,570	74,019	(3,551)	-4.58%
Capital Outlay	91,053	24,801	99,223	100,000	100,000	100,000	0	0.00%
Addition to Fund Balance	17,105	0	0	0	0	0	0	0.00%
Total Expenses	248,618	238,577	273,019	492,377	505,277	481,958	(23,319)	-4.62%
Beginning of Year Fund Balance	722,343	739,448	709,136	588,692		498,685		
End of Year Fund Balance	739,448	709,136	588,692	498,685		416,655		

Outlay	Total Expense Amount	Property Tax Levy Impact
Remonumentation	50,000	0
Register of Deeds Index Conversion	50,000	0
2017 Total	100,000	0
2018	120,000	0
2019	150,000	0
2020	120,000	0
2021	75,000	0

SAUK COUNTY, WISCONSIN **Department: Land Records Modernization**

2017 BUDGET

HIGHLIGHTS

Changes and Highlights to the Department's Budget:

Elimination of one full time limited term employee (LTE) and addition of one half time full-time equivalent (FTE)

Acceptance of the Strategic Initiative Grant from the State of Wisconsin

	2016 Revised Budget	Cost to Continue Operations in 2017	Eliminate 1 LTE and add .5 FTE	WI Strategic Initiative Grant	2017 Budget Request
Description of Change					
Tax Levy	199,870	(1,743)	-		198,127
Use of Fund Balance	152,907	8,122	(27,999)	(51,000)	82,030
All Other Revenues	152,500	(1,700)		51,000	201,800
Total Funding	505,277	4,680	(27,999)	-	481,958
Labor Costs	327,707	8,231	(27,999)		307,939
Supplies & Services	77,570	(3,551)			74,019
Capital Outlay	100,000	-			100,000
Total Expenses	505,277	4,680	(27,999)	-	481,958

Issues on the Horizon for the Department:

Continued need for GIS development and improved coordination among departments creating in maintaining digital land information, coupled with the increasing cost of system maintenance.

Management Information Systems

Department Vision - Where the department would ideally like to be

Through the provision of centralized, secure and effective technology solutions, MIS provides the capability to improve the processes of County government to the agencies that constitute local government; and to the consumers of the services provided by these agencies.

Department Mission - Major reasons for the department's existence and purpose in County government

MIS provides the capability, through the application of information technology, to support the mission of Sauk County Government and related agencies. MIS provides an array of knowledge based solutions and services that are matched to the needs of the individual departments and programs that make up county government. These services and solutions are designed to enable departments and staff to make the fullest use of the technology possible, and delivered in a people-focused, responsive manner.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific achievements	Completion Date
System Maintenance and Support			
Maintain Sauk County's information systems in a manner that seeks to eliminate system outages, provides the capacity necessary to meet the County's information system requirements, now and into the future, while fulfilling end user expectations and preserving information integrity and security.	• Help call Statistics • User Satisfaction Survey	Enhance End User Support: • Develop support alternatives to Helpdesk • Improve problem resolution times • Improve communication and feedback • Improve Helpdesk effectiveness	December-18
	All equip replaced per planned replacement schedules	• Workstation replacement cycles • Server replacement cycles • Print device replacement cycles	Ongoing
	Continuity between policy and system settings	• Implement monitoring dashboards (systems) • Improve desktop deployment strategy • Revise: Policy, Standards, Replacement Cycles	June-17
	Requests fulfilled to requesting departments specifications	Departmental Requests	Ongoing
Information Security and Compliance			
Fulfill Sauk County's security and compliance responsibility in a manner which reduces security risks to acceptable levels, in a fiscally responsible manner, while minimizing the impact of security controls on system usability.	Number of System Security incidents Reported	Reduce the number of reportable incidents year on year	Ongoing
	Policies updated - security incidents managed in a timely fashion - training provided - audit results	Improve security and compliance • Policy Revisions as required • Dedicated staff and management training sessions • Improve end user awareness and response • Conduct an information security risk assessment	December-17
	Improved viability of network and devices	Update Security Technologies • Evaluate Security Monitoring Strategy / Systems • Implement monitoring dashboards (systems) • Improve threat detection • Improve mobile computer (laptop) management	June-17
	Functional offsite data center for DR	Improve Disaster Recovery and Business Continuity • Implement network redundancy • Implement system redundancy for key systems • Improve infrastructure at offsite facilities • Regularly test failover and recovery	December-18

Management Information Systems

Business Improvement Improve the utilization of available technology resources, allowing County departments to derive the fullest benefit possible from Sauk County's technology investment.	development of a document management plan Improved web content - improved use of calendaring and collaboration - better departmental reporting End User / Department satisfaction survey	Improve Document Management and Reduce dependence on printed materials Improve departmental use of technology resources • website • dedicated systems • collaboration tools Reduce the impact of security measures on end user productivity: • Disk encryption options • Password management • Enhanced mobile functionality	March-17 December-17 December-18

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Technical Support	Majority of MIS department work in this program. Encompasses all helpdesk activities, hardware replacement and upgrade, software upgrades and system administration.		Other Revenues	$687,206	4.39	Average hours per help call
			TOTAL REVENUES	**$687,206**		
			Wages & Benefits	$355,481		
			Operating Expenses	$766,698		
			TOTAL EXPENSES	**$1,122,180**		
			COUNTY LEVY	**$434,974**		
Research and Development	Work with County departments/agencies to find, evaluate new technology, purchase/or develop and implement that best meets their needs. As technology changes, continuously assess the application of that technology, insure implemented solutions improve job efficiencies and meet regulatory requirements.		Other Revenues	$0	3.07	
			Use of Carryforward	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$285,591		
			Operating Expenses	$30,819		
			TOTAL EXPENSES	**$316,409**		
			COUNTY LEVY	**$316,409**		
Training	As technology changes so do the skills required to support and use it. Provide for the ongoing skills training of MIS department employees and assist other department in providing end user training tailored to meet their staff needs. Expand program to provide more MIS sponsored, in-house training on applications and systems specific to the County.		User Fees	$0	0.85	
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$71,708		
			Operating Expenses	$9,275		
			TOTAL EXPENSES	**$80,983**		
			COUNTY LEVY	**$80,983**		
Continuity and Security	Government's overall dependence on technology constitutes a substantial risk to the continuity of operations. A system failure could interrupt the provision of services. MIS continuously evaluates systems, seeking systemic weaknesses and applying necessary resources to lessen those weaknesses in an effort to mitigate risk.	DHHS 45CFR 164.308	User Fees	$0	1.58	Critical and non-critical unplanned downtime
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$130,298		
			Operating Expenses	$12,237		
			TOTAL EXPENSES	**$142,535**		
			COUNTY LEVY	**$142,535**		

Management Information Systems

Ext Support	Assist other units of government, within Sauk County, with technology support. Develop cooperative agreements for sharing of resources.		Other Revenues	$25,000	0.29	External Support Hours
			TOTAL REVENUES	**$25,000**		
			Wages & Benefits	$24,602		
			Operating Expenses	$756		
			TOTAL EXPENSES	**$25,358**		
			COUNTY LEVY	**$358**		
Phones	Maintain phone system network which includes Courthouse/West Square, Health Care Center, Human Services Reedsburg, Highway Shops, Parks and LEC, including 9-1-1 System as well as all phone/data wiring for all facilities. Maintain Fiber optic network, communications infrastructure and all associated equipment and towers.		Other Revenues	$33,250	0.19	Communication systems (phones, radios, Fiber) run at peak efficiency, short or no outages on network.
			TOTAL REVENUES	**$33,250**		
			Wages & Benefits	$10,074		
			Operating Expenses	$248,250		
			TOTAL EXPENSES	**$258,324**		
			COUNTY LEVY	**$225,074**		
Outlay	Purchase technology items and products for County technology.		Other Revenues	287,733		
			TOTAL REVENUES	**$287,733**		
			Wages & Benefits	$0		
			Operating Expenses	$349,247		
			TOTAL EXPENSES	**$349,247**		
			COUNTY LEVY	**$61,514**		
Totals			**TOTAL REVENUES**	**$1,033,189**	10.37	
			TOTAL EXPENSES	**$2,295,036**		
			COUNTY LEVY	**$1,261,847**		

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Help Call Volume	7,667	7,300	7,500
Help Call Hours	6,522	6,000	6,400
Projects Opened	831	850	825
Projects Closed	785	800	810
Project Hours Total	2,829	2,500	2,600
GIS Requests for Service	269	340	700
GIS Project Hours	429	725	800
Ext Support Hrs.	288	400	500
Planned System Downtime (hr.)	64	75	75
Consulting Expenditures	65,552	80,000	105,000
Total IT Expenditure	1,144,918	1,200,000	1,267,412

Key Outcome Indicators - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Critical Unplanned Downtime (in hours)	Downtime is an indirect measurement of the effectiveness of our system maintenance programs. Critical downtime is a system outage that results in lost productivity for system users. Preventing such outages is the first priority of our maintenance programs.	0.00	0.00	0.00
Non-Critical Unplanned Downtime (in hours)		66.00	5.00	<10
Average hours per help call	This is a measure of the average amount of worked time expended in resolving issues brought to the helpdesk and is an indicator of the complexity of these requests and / or the effectiveness of this function	0.65	0.85	0.90
Project Closed / Projects in Queue	This is a measure of capacity vs workload and serves as a partial indicator of effectiveness	23.00%	35.00%	33.00%

MANAGEMENT INFORMATION SYSTEMS

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	903,536	950,600	1,139,069	1,035,103	1,035,103	1,261,848	226,745	21.91%
Grants & Aids	0	0	0	7,500	7,500	0	(7,500)	-100.00%
User Fees	1,314	920	995	0	0	22,000	22,000	0.00%
Intergovernmental	939,896	1,045,673	1,088,746	1,465,706	1,465,706	999,939	(465,767)	-31.78%
Miscellaneous	0	0	0	0	0	0	0	0.00%
Use of Fund Balance	82,251	24,526	63,294	0	110,628	11,250	(99,378)	-89.83%
Total Revenues	1,926,997	2,021,719	2,292,104	2,508,309	2,618,937	2,295,037	(323,900)	-12.37%
Expenses								
Labor	579,654	634,126	736,565	633,364	673,786	675,473	1,687	0.25%
Labor Benefits	198,289	212,581	233,997	211,024	211,024	211,282	258	0.12%
Supplies & Services	518,003	750,198	828,463	842,021	741,456	1,059,035	317,579	42.83%
Capital Outlay	631,051	424,814	493,079	800,000	992,671	349,247	(643,424)	-64.82%
Addition to Fund Balance	0	0	0	21,900	0	0	0	0.00%
Total Expenses	1,926,997	2,021,719	2,292,104	2,508,309	2,618,937	2,295,037	(323,900)	-12.37%

Beginning of Year Fund Balance	Included in General Fund Total
End of Year Fund Balance	

Outlay	Total Expense Amount	Property Tax Levy Impact
Replacement PC's	66,625	66,625
New PC's	6,260	6,260
Replacement Printers and Peripherals	11,560	11,560
Replacement Copiers	35,500	35,500
New Printers and Peripherals	1,900	1,900
New Copiers	11,500	11,500
Software	7,295	7,295
Replacement Hardware	30,600	30,600
New Hardware	16,000	16,000
Virtual Infrastructure	42,000	42,000
Replacement Systems Hardware	19,600	19,600
Systems Software Upgrades	35,000	35,000
New Systems	35,407	35,407
Human Services System	30,000	30,000
2017 Total	349,247	349,247

2018	537,500	537,500
2019	655,500	655,500
2020	620,500	620,500
2021	600,500	600,500

Changes and Highlights to the Department's Budget:

With the retirement of the EMBS Director, maintenance of the County's phone system and related costs are being tranferred to MIS.

Reduction of 0.43 FTE to reduce levy impact in a sustainable manner.

	2016			2017				
	Revised Budget	Carryforward Funding	Operational Budget	Phone System Support to MIS Budget	2017 Cost to Continue Operations	Reduction of .43 FTE	Net Cost to Continue Ops	Budget Request
Description of Change								
Tax Levy	1,035,103		1,035,103	225,074	28,197	(26,527)	1,670	1,261,847
Use of Fund Balance or Carryforward Funds	110,628	(110,628)	0	11,250	0	0	0	11,250
Replacement Fund	95,601		95,601	0	99,550		99,550	195,151
All Other Revenues	1,377,605	(356,087)	1,021,518	22,000	(216,730)		(216,730)	826,788
Total Funding	2,618,937	(466,715)	2,152,222	258,324	(88,983)	(26,527)	(115,510)	2,295,036
							0	
Labor Costs	884,810		884,810	10,074	18,397	(35,527)	(17,130)	877,754
Unemployment Comp						9,000	9,000	9,000
Supplies & Services	741,456		741,456	248,250	69,329		69,329	1,059,035
Capital Outlay	992,671	(466,715)	525,956		(176,709)		(176,709)	349,247
Total Expenses	2,618,937	(466,715)	2,152,222	258,324	(88,983)	(26,527)	(115,510)	2,295,036

Issues on the Horizon for the Department:

Continued centralization of costs into the MIS Departmental budget coupled with the ever growing cost of licensing and support contracts.

Personnel Department

Department Vision - Where the department would ideally like to be

The mission of the Sauk County Personnel Department is to lead county government's innovative human resource system by recruiting and retaining a talented and diverse workforce to ensure the best service to the public, as well as provide guidance and information to all departments of the County.

Department Mission - Major reasons for the department's existence and purpose in County government

The Personnel Department as directed by the Sauk County Board of Supervisors will advocate for the fair and equitable treatment of citizens, applicants and employees through adherence to laws, statutes and policies and procedures pertaining to the administration of the County.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Specific Strategic Issues Addressed

Employee wellness.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Implement provisions of the Affordable Care Act (ACA) and additional plan design changes for health insurance program.	Employees appropriately enrolled in health insurance; no fines administered.	Overall compliance with the ACA. Maintenance of health care costs at reasonable level while implementing potential plan design, or other change for overall fiscal responsibility.	October 2017
Continued implementation of Classification and Compensation Analysis.	Policy development and adoption.	Update compensation policies, improve internal equity and address overall issues with classification and compensation plan. Implementation of cloud based performance appraisal process.	November 2017
Minimal or zero grievance/arbitration hearings.	No hearings scheduled for calendar year.	Process and respond to grievances in accordance with timelines established in existing collective bargaining agreements.	February 2017
Update SCCO Chapter 13 and Policy Document(s).	Personnel Ordinance and Policy Document updated in 2017.	Continued updates to ensure consistent with practice and applicable employment laws, as well as implement changes due to Acts 10/32 and expiration of collective bargaining agreements.	January 2017
Overall department expediency and efficiency.	Increased responsiveness and effectiveness.	Continued implementation of organizational analysis and reorganize department for maximum efficiency.	July 2017
Employee Wellness initiatives with health risk assessments (HRA) and/or biometric screening.	Healthier employees and lower health insurance premiums.	Although employee wellness is not tied to reduced rates by our insurance provider, implementation of additional wellness programming for employees results in a healthier workforce.	July 2017
Continued implementation of all facets of Neogov for recruitment and selection purposes, as well as the performance appraisal process.	Recruitment and selection process streamlined; effective onboarding process.	All job applications and recruitment related materials processed on-line. Overall expeditiousness for applicants while also reducing budget for expenses directly related to recruitment. Implementation of the performance appraisal modules.	Ongoing
Increased pharmaceutical/emergency room copays, plan design changes and possible change of carrier for health insurance.	Lower health insurance premiums.	Less reliance on tax payer dollars while maintaining adequate levels of health insurance coverage.	Ongoing
Effective development of management training program.	Managers provided adequate tools and training for increased job performance.	Development of training programs for ongoing management related processes and procedures results in more effective management staff.	Ongoing
Increased efficiencies with Workers Compensation and Risk Management programs.	Fewer workers compensation claims; effective employee training.	Development of training programs for ongoing management related processes and procedures results in more effective management staff.	Ongoing

Personnel Department

Program Evaluation						
Program Title	**Program Description**	**Mandates and References**	**2017 Budget**		**FTE's**	**Key Outcome Indicator(s)**
General Human Resources	Employee Assistance Program, Employee Relations, Employee Development/Training, Unemployment (hearings and claims), wage/hour compliance, ADA/Civil Rights/EEO	Wis Stats 103 and 108	Other Revenues	$100	1.55	Percentage of Departments with Complete Succession/Continuity Plans
			TOTAL REVENUES	**$100**		
			Wages & Benefits	$122,548		
			Operating Expenses	$18,592		
			TOTAL EXPENSES	**$141,140**		
			COUNTY LEVY	**$141,040**		
Labor Relations and Negotiations	Collective bargaining, contract interpretation, contract preparation, labor/management relations, grievance meditation/arbitration, conflict dispute/resolution	Wis Stats 111	Other Revenues	$100	0.10	Average Contract Settlement
			TOTAL REVENUES	**$100**		
			Wages & Benefits	$12,607		
			Operating Expenses	$1,675		
			TOTAL EXPENSES	**$14,282**		
			COUNTY LEVY	**$14,182**		
Recruitment and Selection	On-line application system, employment advertising, interviews, testing, selection, union position postings, shift bids	Wis Stats 103	Wages & Benefits	$83,946	1.10	Reduced time for recruitments and filling vacancies.
			Operating Expenses	$21,200		
			TOTAL EXPENSES	**$105,146**		
			COUNTY LEVY	**$105,146**		
Classification and Compensation	FLSA, performance appraisals, position descriptions, vacant position audits (VPA), job description maintenance/development/compliance, market adjustments, reclassifications, benchmarking, new position requests.	Wis Stats 103	Use of Fund Balance		0.20	Completion and implementation of classification and compensation analysis.
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$25,214		
			Operating Expenses	$0		
			TOTAL EXPENSES	**$25,214**		
			COUNTY LEVY	**$25,214**		
Benefits Administration	ACA implementation, Family Medical Leave Act (FMLA), COBRA, HIPAA, Deferred Compensation, WRS coordination, EAP, Health Insurance and Other Voluntary Benefits (short term disability, Section 125, dental, vision, life insurance, etc.), employee wellness initiatives.	Wis Stats 103 and 111	Other Revenues	$1,700	1.20	Low health insurance percentage increase over prior year and variety options for voluntary benefits.
			TOTAL REVENUES	**$1,700**		
			Wages & Benefits	$97,528		
			Operating Expenses	$37,700		
			TOTAL EXPENSES	**$135,228**		
			COUNTY LEVY	**$133,528**		
Workers Compensation	Coordinate all aspects of Workers Compensation program, risk management, liability, safety and other related training.	Wis Stats 101, 102, 343	User Fees	$0	1.00	Reduced risk, liability and maintain lower modification rating for Workers Compensation.
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$95,547		
			Operating Expenses	$29,124		
			TOTAL EXPENSES	**$124,671**		
			COUNTY LEVY	**$124,671**		
Totals			**TOTAL REVENUES**	**$1,900**	5.15	
			TOTAL EXPENSES	**$545,680**		
			COUNTY LEVY	**$543,780**		

Personnel Department

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Benefits Administration - Leave of Absence Coordination	389 applications 131 COBRA docs	145 applications 175 COBRA docs	154 applications 175 COBRA docs
Benefits Administration - New Employee Orientation and Training	23 orientation/5 trainings	26 orientation/7 trainings	35 orientations/5 trainings
General Classification and Compensation	290 performance appraisals 0 position eliminations 10 project position created 0 new positions created 0 reclassifications 3 project positions extended	310 performance appraisals 5 position eliminations 4 project position created 0 new positions created 3 reclassifications 4 project positions extended	325 performance appraisals 7 position eliminations 0 new positions created 15 market adjustments 5 reclassifications 7 project positions extended
Implementation of the Classification and Compensation Analysis and Performance Appraisal System	225 Job descriptions revised	300 Job descriptions revised	350 Job descriptions revised
Employee Assistance Program (Utilization and Helpline Use)	89	102	115
Labor Relations (Grievances and Hearings)	2 Step Three Hearings 3 Grievance Arbitrations 1 Interest Arbitration Hearing 2 Side Letters	5 Step Three Hearings 3 Grievance Arbitrations 1 Interest Arbitration	9 Step Three Hearings Grievance Arbitrations 0 Interest Arbitration
Recruitment and Selection - (All Departments)	2017 applications 48 recruitments 35 posting/shift bids	2225 applications 100 recruitments 45 posting/shift bids	2,500 applications 60 recruitments 30 posting/shift bids
Workers Compensation, Risk Management and Training (Program and FTE previously housed in EMBS)	30 WC Claims 9 Recordable cases .66 Modification rating	30 WC Claims 11 Recordable cases .74 Modification rating	34 WC Claims 11 Recordable cases .74 Modification rating

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Benefits Administration - Health Insurance Percentage Increase Over Prior Year	Lower overall health insurance premiums results in reductions for employee and employer share of health insurance.	-8.00%	3.00%	3.00%
Benefits Administration - Health Risk Assessment (HRA) Completion - New in 2015	Employee completion of the HRA/biometric screening results in healthier employees, as well as lower health insurance premiums.	n/a	68.00%	75.00%
Continued Implementation of Affordable Care Act	Compliance with employer mandates of the Affordable Care Act, therefore no employer related fines.	n/a	20.00%	100.00%
Labor Relations (Average Contract Settlement - Sheriff's Department)	Internal parity between all departments while maintaining competiveness for talent acquisition purposes.	1.50%	2.00%	1.50%
Succession/Continuity Planning (Percentage of Departments Completed)	Departments are prepared when attrition occurs.	75.00%	90.00%	100.00%

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
PERSONNEL								
Revenues								
Tax Levy	327,533	365,877	389,489	482,547	482,547	543,783	61,236	12.69%
User Fees	1,129	306	714	1,098	700	800	100	14.29%
Miscellaneous	0	1,099	0	2,100	2,100	1,100	(1,000)	-47.62%
Use of Fund Balance	700	17,535	0	40,241	40,819	0	(40,819)	-100.00%
Total Revenues	329,362	384,817	390,203	525,986	526,166	545,683	19,517	3.71%
Expenses								
Labor	193,994	197,678	216,427	253,435	253,435	336,840	83,405	32.91%
Labor Benefits	57,965	66,556	65,923	94,831	94,831	100,552	5,721	6.03%
Supplies & Services	77,403	120,583	65,425	177,720	177,900	108,291	(69,609)	-39.13%
Addition to Fund Balance	0	0	42,428	0	0	0	0	0.00%
Total Expenses	329,362	384,817	390,203	525,986	526,166	545,683	19,517	3.71%
Beginning of Year Fund Balance		Included in General Fund Total						
End of Year Fund Balance								

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

The Personnel Department continues to provide additional employment/human resources guidance and related materials (collective bargaining agreements, forms, policy documents, training webinars, health insurance information) in an accessible manner for employees on the Internet and intranet. The Personnel Department will continue the practice of exploring other office related efficiencies and/or restructuring.

Plan design changes and Health Risk Assessments (HRA) and biometric screenings for employees were implemented for the 2016 health insurance program, resulting in an overall average premium increase of 3.0%. It is anticipated the increase for 2017 will be maintained at a reasonable level of 3.0%, with Patient Centered Outcomes Research Institute (PCORI) fees equating to approximately 3.0% of the total expense. Other provisions of the Affordable Care Act (ACA) are delayed until 2016. We will need to comprehensively review all health insurance programming in 2016 in preparation for the changes affiliated with the ACA. Cost saving measures will continue to be examined with the possibility of a change of health insurance carriers.

Section 125 administrative fees continue to fluctuate for 2017. Employee wellness programming has significantly changed for 2016/2017. Several wellness challenges, as well as learning opportunities were developed. We have also partnered with the current health insurance provider to provide on-site biometric screening. Therefore, while it is beneficial to the employees, we will not necessarily see a return on investment related to health insurance premiums until 2016/2017.

Neogov, a third party administrator for on-line job applications and recruitments has been implemented and continues to be updated in an effort to streamline the recruitment and selection process. The change also allows for the reduction of advertising dollars and other affiliated expenses. A new testing component and performance appraisal process will be implemented in 2016. FMLAsource, a third party administrator for FMLA processing and claims management was also implemented. The changes allowed for staff time to be reallocated to other areas.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			Workers Compensation and Risk Management Programming	Decrease in wellness funding		
Tax Levy	482,547	(18,550)	124,786	(45,000)		543,783
Use of Fund Balance or Carryforward Funds	40,819	(40,819)				0
All Other Revenues	2,800	(900)				1,900
Total Funding	526,166	(60,269)	124,786	(45,000)	0	545,683
Labor Costs	348,266	(6,539)	95,662			437,389
Supplies & Services	177,900	(53,730)	29,124	(45,000)		108,294
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	526,166	(60,269)	124,786	(45,000)	0	545,683

Issues on the Horizon for the Department:

The Personnel Department will absorb the Safety/Risk Management responsibilities and related programming as part of restructuring in another department. We continue to implement various human resources related policies, resultant from Acts 10/32 . The remaining collective bargaining agreement expires at the end of 2017. The transition will be made to reliance on policy documents, as well as the Personnel Ordinance. In addition, we continue to explore internal restructuring and/or efficiencies.

There continues to be fluctuations with the workforce due to the changing economies of scale. Talent acquisition for key positions will become increasingly difficult. The necessity to work on succession planning, employee training programs and development of internal talent is extremely critical. Therefore, continued implementation of the classification and compensation analysis will be paramount in 2017.

It is anticipated the County will continue to explore alternatives for health insurance planning based on the ACA. However, overall outcomes may be altered due to other unanticipated mandates.

The continued pattern of increased and new regulations relating to employment is also on the horizon. As result of said changes, policies will require amendments and necessity for additional employee training.

Register of Deeds

Department Vision - Where the department would ideally like to be

The Register of Deeds will utilize the current technology available to provide the most up to date, accurate, and efficient method of recording documents and facilitating the subsequent search and retrieval of those documents, including, but not limited to the eventual incorporation of past recordings into the most current system.

Department Mission - Major reasons for the department's existence and purpose in County government

The mission of the Register of Deeds Office is to record documents in a timely manner and issue copies of documents ,complying with Wisconsin State Statutes (59.43.) This office will file and issue copies of vital records, complying with Wisconsin State Statutes (69.07.) Military records and fixture-based U.C.C. Filings will be recorded in The Register of Deeds. The office will strive to maintain high standards of service and customer satisfaction.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Encourage economic development

Specific Strategic Issues Addressed

Parks/trails development. Placemaking.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Maintain a grantor/grantee index and a tract index by recording all real estate documents that meet statutory recording requirements.		Facilitate location and retrieval of recorded real estate documents.	Ongoing
File all births, deaths, and marriages occurring in Sauk County. Issue, upon request by qualified applicants, certified copies of those records.		Allow for search, retrieval and issuance of copies of vital records.	Ongoing
Back scanning historic documents/redaction of social security numbers		Scan historic documents, then inspect entire data base of scanned images to identify and redact social security numbers	1/1/2018
Retro-recording		Incorporate historical records (currently on paper) into the computerized index and imaging system.	1/1/2018

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Recordings	The Register of Deeds maintains real estate indexes (Grantor/Grantee and Tract) that allow title companies, attorneys, appraisers, Realtors, bankers and any other interested party to research title to a property, based upon documents pertaining to a parcel that have been submitted for recording. Deeds, mortgages, certified survey maps, and numerous other documents affecting title are all considered public record. The Register of Deeds makes these records available to all who request them; however, we do not make any determination as to the status of a parcel at any given time. Such determination is best done by a licensed title professional. Public computers are available at no cost for real estate research. There is a statutory fee for any copy of a real estate document issued by this office.	59	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$504,000 $0 **$504,000** $188,341 $17,354 **$205,695** **($298,305)**	2.75	Timeliness of recording Counter Service (public customer) Staff Service (Title companies, funeral directors, attorneys)
Vitals	The Register of Deeds maintains records of all births, deaths, and marriages that occur in Sauk County. Unlike real estate records, the public's access to vital records is quite limited. As a result, the Register of Deeds must determine "direct and tangible" interest before allowing research of vital records, or the issuance of copies of vital records. Copies, certified and/or uncertified are issued to qualified requesters, for a statutory fee.	69	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$41,000 $0 **$41,000** $16,004 $1,500 **$17,504** **($23,496)**	0.25	
Totals			**TOTAL REVENUES** **TOTAL EXPENSES** **COUNTY LEVY**	**$545,000** **$223,199** **($321,801)**	3.00	

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
Documents Recorded	19,147	20,000	18,000
Vital records filed	2,111	2,500	2,500
Copies of vital records issued	10,392	9,500	8,500

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Timeliness of recording		1 day to record	1 day to record	1 day to record
LandShark revenue		$44,788	$48,000	$48,000

REGISTER OF DEEDS

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	(325,433)	(347,305)	(328,697)	(327,204)	(327,204)	(321,800)	5,404	1.65%
Other Taxes	195,931	199,135	245,920	195,000	185,000	185,000	0	0.00%
User Fees	403,457	353,846	398,548	375,000	360,000	360,000	0	0.00%
Total Revenues	273,955	205,676	315,771	242,796	217,796	223,200	5,404	2.48%
Expenses								
Labor	126,262	127,365	129,915	132,501	132,501	139,011	6,510	4.91%
Labor Benefits	62,786	65,095	61,968	63,240	63,240	65,335	2,095	3.31%
Supplies & Services	21,555	10,632	14,237	21,130	22,055	18,854	(3,201)	-14.51%
Addition to Fund Balance	63,352	2,584	109,651	25,925	0	0	0	0.00%
Total Expenses	273,955	205,676	315,771	242,796	217,796	223,200	5,404	2.48%

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

SAUK COUNTY, WISCONSIN
2017 BUDGET
HIGHLIGHTS

Department: Register of Deeds

Changes and Highlights to the Department's Budget:

2017 will likely be similar to 2016. Recording levels appear to have stabilized.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	(327,204)	5,404				(321,800)
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	545,000	0				545,000
Total Funding	217,796	5,404	0			223,200
Labor Costs	195,741	8,604				204,345
Supplies & Services	22,055	(3,200)				18,855
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	217,796	5,404	0			223,200

Issues on the Horizon for the Department:

Continue to incorporate all older records into the new system and enter grantor/grantee information found in old indexes.

There will be auditing/quality control required as part of the redaction process, this will most likely increase the work load on current staff.

Surveyor

Department Vision - Where the department would ideally like to be

The County Surveyor's office is responsible for conducting and/or overseeing all activity with regards to remonumentation, maintenance and perpetuation of the physical corners of the PLSS. The Surveyor's office is the repository for records pertaining to the PLSS, real property boundaries and geodetic control information within the County. The County Surveyor is responsible for developing, maintaining, and providing access to these records by Surveyors, other professionals and the general public as well as other Departments in County, State, and Federal Government. Additionally, by provisions of the County Surveyor Ordinance, the County Surveyor is responsible for critical review of Plats of Surveys, a responsibility which has never been provided for by State Statutes. This is very positive advancement in the level of service that is being provided to the people of Sauk County.

Department Mission - Major reasons for the department's existence and purpose in County government

To provide for the remonumentation and maintenance of the Public Land Survey System (PLSS), being the Section Corners and Quarter Corners throughout Sauk County. It is also the responsibility of the County Surveyor to provide mediation and resolution of controversies, disputes, and questions with regards to the locations of those corners, and also, through the provisions of the County Surveyor Ordinance, with regards to any and all surveys conducted in the county. The County Surveyor is also responsible for filing survey maps and reports of remonumentation and perpetuation of the 2,912 original PLSS corners, as well as the PLSS corners not originally monumented, and providing copies of these documents as they are requested. The County Surveyor may also be responsible for providing or administering Surveying related support services to other departments in the County as requested and where sufficient funding is provided.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services
Encourage economic development
Stewardship of natural resources

Specific Strategic Issues Addressed

Parks/trails development. Placemaking.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Complete Remonumentation of Lost Corners	Annual Reports	Reestablish at least 15 missing PLSS corners.	12/31/2017
Statutory Corner Maintenance Continued	Annual Reports	Perpetuate at least 5% of total corners in the County annually as per Statutes.	Ongoing annually
Establish Internet Availability of Old and New Records	Annual Reports	Continue recording, maintaining, and updating survey records.	Ongoing
Provide availability of Survey Records via Internet	Annual Reports	Establish and maintain Internet availability of Survey records.	Ongoing
Provide accurate locations for PLSS Corners, County-wide.	Annual Reports	Establish G.P.S. Coordinates on all County PLSS Corners	12/31/2018
Finish Filling In Gaps From Past County Surveyors	Annual Reports	Complete Tie Sheets Database Update	12/31/2018

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Surveyor	Continue remonumentation, maintenance, and perpetuation of the PLSS corners. Respond to and resolve issues with regards to PLSS corners and Surveys. Coordinate with Conservation, Planning & Zoning, Land Information, Treasurer, and other Departments as well as with other public and private parties in reviewing Certified Survey Maps, Condominium Plats, and Plats of Survey which have been submitted. Provide information and education to other units of Government and the general public. Coordination and cooperation with Mapping Department, Land Information Officer and Land Records Council in providing for scanning of old and new records, database maintenance, and preparations in an ongoing effort to provide internet access to the public of all County Survey Records.	Wis. Stats. 59 Sauk County Code of Ordinances, Ch. 30.65	User Fees / Misc	$0	1.00	G.P.S. Coordinates Map Production Document scans
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$35,982		
			Operating Expenses	$45,364		
			TOTAL EXPENSES	**$81,346**		
			COUNTY LEVY	**$81,346**		
Totals			**TOTAL REVENUES**	**$0**	1.00	
			TOTAL EXPENSES	**$81,346**		
			COUNTY LEVY	**$81,346**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
Corner Remonumentation	23	23	15
Corner Maintenance	144	200	200
G.P.S. Coordinates on corners	144	200	200
Review of Plats of Survey	189	225	200

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Document scans Section Corner Tie Sheets and Section Summaries	Annual Reports	144	200	200
G.P.S. Coordinates Map Production - Number of coordinate sets	Annual Reports	144	200	200

SURVEYOR

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
Revenues											
Tax Levy	80,362	80,249	81,232	81,619	81,619	81,346	(273)	-0.33%	None	0	0
Total Revenues	80,362	80,249	81,232	81,619	81,619	81,346	(273)	-0.33%	2017 Total	0	0
Expenses											
Labor	29,352	29,127	30,785	32,857	32,857	33,045	188	0.57%	2018	0	0
Labor Benefits	2,684	2,569	2,716	2,908	2,908	2,938	30	1.03%	2019	0	0
Supplies & Services	37,334	32,313	34,250	45,779	45,854	45,363	(491)	-1.07%	2020	0	0
Addition to Fund Balance	10,992	16,240	13,481	75	0	0	0	0.00%	2021	0	0
Total Expenses	80,362	80,249	81,232	81,619	81,619	81,346	(273)	-0.33%			

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Department: SURVEYOR

Changes and Highlights to the Department's Budget:

The County Surveyor Ordinance, put into effect in 2013, continues to provide for significant improvements in the quality of service we are able to provide the people of Sauk County. Where the Ordinance outlines the responsibilities of the office, it also provides authority for review of all Plats of Survey. This authority is still opening up new opportunities for improving dialog between the County Surveyor, private Surveyors, and the clients the Surveyors and County staff serve, providing for better surveys being provided to those clients and recorded in the county records for all posterity. Additional benefits of the Ordinance come from a greater authority and responsibility to encourage, facilitate, and mediate dialogs between Surveyors, Landowners, and Government personnel. We will continue to explore the opportunities provided by that Ordinance to further enhance the quality of services we can provide to the people of Sauk County.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	81,619	(273)				81,346
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	0	0				0
Total Funding	81,619	(273)	0	0	0	81,346
Labor Costs	35,765	218				35,983
Supplies & Services	45,854	(491)				45,363
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	81,619	(273)	0	0	0	81,346

Issues on the Horizon for the Department:

The County Surveyor is continuing to develop a more cooperative relationship with Land Information personnel in creating better and more user friendly connections between County GIS and other online services and county survey records in order to simplify the work of researchers and overall accuracy and availability of information provided by the County through the internet.

Treasurer / Real Property Lister

Department Vision - Where the department would ideally like to be
To continue to maintain our level of excellent service to the public and other county offices. Learn to better utilize the existing tools we have and continually search for more efficient processes for all facets of our department. Provide information for the public via our web site. Continue to find ways to increase revenues and decrease expenses.

Department Mission - Major reasons for the department's existence and purpose in County government
To administer and fulfill the duties as defined in the Wisconsin State Statutes. This includes property tax collection; receiving, disbursing and investing county funds; maintenance of assessment rolls, property descriptions and tax parcel maps; completion of tax rolls and tax bills; tax deed land acquisitions and sales; unclaimed funds; monitoring of converted agricultural land; Lottery & Gaming Credit maintenance and Land Records Council representation.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Update of Sauk County Ordinance, Chapter 30.03 Tax Deeded Lands	Smoother transition between the time we take a property and offer it for sale	To update the ordinance to reflect current practices and tighten timeline where we can	8/1/2017
Use internet based sites to sell tax deed properties	Increased exposure will bring increased number of sales and increased dollar amounts	Advertise Tax Deed Properties on Wisconsin Surplus Auction Site and possible other sites	6/1/2017
GIS position in the Real Property Lister Department	The mapping and transfer of property information will be more timely and efficient	As property transfers (to include Certified Survey Maps, Plats of Surveys and Property Splits) the electronic mapping will also be done at the same time. This should make for a smoother transaction for 1 person rather than splitting into a 2 person step.	Initial results should be realized by February 2017 with ongoing efficiencies

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Treasurer	Receive and Payout all County Monies, Complete Tax Roll and Tax Bills, Tax Deed Lands, Property Tax Collection, Unclaimed Funds, Investing of County Funds, Drainage District Treasurer, Bankruptcy Filings, Annual Departmental Budget, Land Information Council, Administrative Duties	26.03(2),34.05,59.25 etal,59.40,59.52,59.54,59.61, 59.63,59.64,70.39,77.24,77.8 9,174.08,174.09,814.6666.07 03,75,66.0139,59.69,59.66,25 .50,59.62,66.063,70.67,74 etal,990.88.18,59.72,59.20 etal,236.21	Other Revenues	$685,800	3.00	-Average rate of investments. -Sale book value as a % of total taxes. -Tax deeds taken as a % of delinquency letters. -Time to process individual daily cash entries. -Average Percentage of Employees using Direct Deposit.
			TOTAL REVENUES	**$685,800**		
			Wages & Benefits	$208,819		
			Operating Expenses	$66,526		
			TOTAL EXPENSES	**$275,345**		
			COUNTY LEVY	**($410,455)**		
Real Property Listing	Real Property Lister, Property Assessments, Monitor Converted Agricultural Land, Map Maintenance, Land Records Council, Lottery & Gaming Credit Administration, Annual Departmental Budget, Administrative Duties	70.09(1)(2)(3), 70.323,70.43,70.44,70.46,70. 47,70.64,74.48,7910(5)thru 11),59.72(3m), 19,59.20(1),59.20(2),59.21,59 .25,59.25(1),59.52(4)	Other Revenues	$76,200	2.50	-Time to search changes in assessment records for new construction and contact owners regarding eligibility for lottery credit certification.
			TOTAL REVENUES	**$76,200**		
			Wages & Benefits	$178,985		
			Operating Expenses	$52,270		
			TOTAL EXPENSES	**$231,255**		
			COUNTY LEVY	**$155,055**		
Totals			**TOTAL REVENUES**	**$762,000**	5.50	
			TOTAL EXPENSES	**$506,600**		
			COUNTY LEVY	**($255,400)**		

Treasurer / Real Property Lister

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
# Real Estate Parcels / Personal Property Parcels on the Tax Roll	50,050/3,755	50,050/3,733	50,100/3,775
# of Exempt Parcels *(new category for 2017 Budget)*	3,851	3,893	3,890
New Certified Survey Maps	69	80	90
New Condominium Plats	3	11	3
New Annexations	5	1	3
New Transportation Plats	10	2	10
# Active Managed Forest Land (MFL) Total Orders *(new category for 2017 Budget)*	774	780	780
# Acres in Managed Forest Land (MFL) - Open *(new category for 2017 Budget)*	1,916	1,920	1,920
# Acres in Managed Forest Land (MFL) - Closed *(new category for 2017 Budget)*	46,580	46,600	46,600
Total Managed Forest Land (MFL) Tax *(new category for 2017 Budget)*	$269,738	$270,000	$270,000
County's share of Managed Forest Land (MFL) Tax *(new category for 2017 Budget)*	$13,382	$14,000	$14,000
New Ag Use Conversion # Parcels / Revenue (County's portion)	14/$3,025	8/$3,000	10/$3,500
Notice of Change of Assessments Printed (some assessors print their own)	3,762	3,500	3,250
Tax Bills Created	49,047	49,100	49,100
Real Estate Transfer Returns Processed	4,910	5,000	5,000
Tax Receipts Processed	13,714	14,000	14,000
Daily Cash Receipts processed for all County Departments	6,234	6,500	6,500
Accounts Payable Checks Printed and Processed	8,359	8,500	8,500
Direct Deposit Advices Printed and Processed	15,666	17,000	17,200
Payroll Checks Printed and Processed	2,046	250	50
Credit Card Transactions (payment of property taxes only)	152	150	150
E-Check Transactions (payment of property taxes only)	95	100	125
Plat Books Sold	200	150	100
# Tax Deed letters sent to: delinquent tax payers, banks, state depts, etc. / # parcels (May 1st each yr)	164 letters/129 parcels	162 letters/106 parcels (a)	160 letters/100 parcels
# Tax Deeds taken by the County	31	30	25
$$ Sale Book (September 1st of each year)	$1,562,786.64	$1,500,000.00	$1,400,000.00
# of properties in the Sale Book	1,243	1,200	1,100
(a) = an actual known figure for 2016			

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Average rate of investments	The higher the rate, the more interest income earned	0.45%	0.61%	0.75%
Time to process individual daily cash entries	Measures the amount of time spent on this task	2 minutes/entry	2 minutes/entry	1 1/2 minutes
Sale book value as a % of total taxes	Indication of how current tax year payments are being paid	1.30%	1.30%	1.30%
Tax deeds taken as a % of delinquent properties on May 1st	Indication of how many possible tax deed properties we may be taking in October of that year	24.03%	28.00%	25.00%
Time to check eligibility for Lottery Credit Certification	Indication of how long to administer the Lottery Credit Certification. Lottery Credits in general are a lot of work	5-15 minutes	5-15 minutes	5-15 minutes
Average Percentage of Employees using Direct Deposit	With Direct Deposit, we do not have to re-print lost or damaged checks	88%	98%	99%

TREASURER

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	(288,156)	(340,867)	(369,621)	(295,449)	(295,449)	(255,400)	40,049	13.56%
Other Taxes	1,303,636	882,405	792,223	514,568	507,000	460,000	(47,000)	-9.27%
Grants & Aids	119,025	124,874	125,774	123,460	104,000	109,000	5,000	4.81%
Fees, Fines & Forfeitures	11,563	922	3,354	4,000	4,000	4,000	0	0.00%
User Fees	28,591	30,464	23,161	12,500	33,000	17,000	(16,000)	-48.48%
Intergovernmental	12,384	13,493	16,627	22,000	19,000	22,000	3,000	15.79%
Interest	79,482	100,734	134,064	85,000	85,000	150,000	65,000	76.47%
Miscellaneous	21,868	14,640	56,096	293	0	0	0	0.00%
Total Revenues	1,288,393	826,665	781,677	466,372	456,551	506,600	50,049	10.96%
Expenses								
Labor	308,207	322,133	300,407	242,903	242,903	278,398	35,495	14.61%
Labor Benefits	123,921	130,218	94,950	84,821	84,821	109,406	24,585	28.98%
Supplies & Services	98,947	116,358	212,462	117,407	128,827	118,796	(10,031)	-7.79%
Addition to Fund Balance	757,318	257,956	173,859	21,241	0	0	0	0.00%
Total Expenses	1,288,393	826,665	781,677	466,372	456,551	506,600	50,049	10.96%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Changes and Highlights to the Department's Budget:

The mapping and transfer of property information will be more efficient by sharing the geographic information systems (GIS) position between Management Information Systems (MIS) and the Treasurer/Real Property Lister. This will enable property transfers (to include Certified Survey Maps, Plats of Surveys and Property Splits) and the electronic mapping to be done at the same time. This is simply a reallocation of resources between departments.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**GIS Staff Allocation**			
Tax Levy	(295,449)	5,658	34,391			(255,400)
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	752,000	10,000				762,000
Total Funding	456,551	15,658	34,391	0	0	506,600
Labor Costs	327,724	25,689	34,391			387,804
Supplies & Services	128,827	(10,031)				118,796
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	456,551	15,658	34,391	0	0	506,600

Issues on the Horizon for the Department:

Increase in the number of and the complexity of tax deed properties eventually taken by the County. Careful analysis of these properties will need to be done.

Interest rates on investments are slowly on the rise.

WORKERS' COMPENSATION

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Intergovernmental	312,433	261,510	268,480	198,154	278,640	284,779	6,139	2.20%
Miscellaneous	829	0	500	0	0	0	0	0.00%
Use of Fund Balance	0	9,736	0	203,485	0	0	0	0.00%
Total Revenues	313,262	271,246	268,980	401,639	278,640	284,779	6,139	2.20%
Expenses								
Supplies & Services	228,555	271,246	148,953	401,639	278,640	284,779	6,139	2.20%
Addition to Fund Balance	84,707	0	120,027	0	0	0	0	0.00%
Total Expenses	313,262	271,246	268,980	401,639	278,640	284,779	6,139	2.20%
Beginning of Year Fund Balance	627,572	712,279	702,543	822,570		619,085		
End of Year Fund Balance	712,279	702,543	822,570	619,085		619,085		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

Sauk County began self insuring for workers compensation in 2008. Beginning in 2010, the workers compensation rates charged to departments were reduced by 61.86% due to adequate reserves being accumulated in 2008 and 2009. Rates for 2017 can remain relatively stable. So long as the County maintains an adequate balance, the rates can remain low in future years.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	0	0				0
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	278,640	6,139				284,779
Total Funding	278,640	6,139	0	0	0	284,779
Labor Costs	0	0				0
Supplies & Services	278,640	6,139				284,779
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	278,640	6,139	0	0	0	284,779

Issues on the Horizon for the Department:

Maintenance of an effective loss control program will help keep our employees safe, keep workers compensation costs under control, and prevent lost work time for Sauk County.

Health & Human Services (Supportive Services) Functional Group
2017 BUDGET

MISSION STATEMENT

To improve and enhance service delivery provided through Aging and Disability, Health, Veterans and Human Services ensuring collaborative, cost effective service. The supportive services functional group will act as the driving force to empower each department to look at routine processes and identify opportunities for improvement within the individual departments and across the five departments.

VISION STATEMENT

The ability to move clients effortlessly through the county continuum of care, while providing quality services in a cost efficient manner and through adequate funding. Create a collaborative internal culture that builds trust, encourages positive energy, shows compassion towards employees, creates stability and expresses hope for the future to enhance productivity.

ELEMENT(S) OF COUNTYWIDE MISSION FULFILLED

Fiscally responsible / essential services
Promote Safe community
Encourages economic development
Development of cultural, social, and community values that enhance human dignity
Stewardship of Natural Resources

GOALS	OBJECTIVES
Address components of the Sauk County Comprehensive Plan Discuss and develop initiatives from the 2015 Sauk County Needs assessment surrounding the 3 priorities.	• Develop three ways to for the HHS Functional Group to collectively address issues of quality of life and transportation, an adequate supply of health care workers, and promote healthier life styles as related in the Sauk County Comprehensive Plan by April 30, 2016 • Develop three ways for the HHS Functional Group to collectively address issues of Mental Health /AODA, Obesity, and Access to dental care as related in the 2015 Sauk County Needs Assessment by June 30, 2017
Develop optimal, effective and cost-efficient services to the citizens of Sauk County by working collaboratively across the Health & Human Services Functional Group and with community partners by December 31, 2017	• Identify programs within participating HHS Functional departments and other community organizations that may indicate potential duplicative efforts, redundancies and possible programmatic and service delivery improvement opportunities by March 31, 2017. • Develop plan to address assessment finding as part of 2016 and 2017 Sauk County budget cycles by December 31, 2017. • Continue efforts among the functional group and community partners to implement three components of the plan by April 1, 2017.

Aging & Disability Resource Center

Department Vision - Where the department would ideally like to be
All older adults and adults with disabilities will live in and be part of a caring community that values lifelong contributions, maximum independence and individual dignity.

Department Mission - Major reasons for the department's existence and purpose in County government
To empower and support older adults and adults with disabilities and their families by providing easily accessible, quality information and assistance. The Aging and Disability Resource Center will provide services, resources, advocacy and opportunities to support each individual's choices for independence and enhanced quality of life.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services Promote safe community Encourage economic development Development of cultural, social, and community values

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Increase the number of unduplicated clients served by the ADRC I&A specialists by 5% during 2017.	Assess monthly numbers and report monthly	1) Utilizing Regional monthly dashboard which assesses progress 2) Ensure I&A Specialists attend all ADRC Information and Assistance meetings	12/31/2017
85% of all clients returning transportation surveys will report very good to excellent services	Review and report client responses quarterly.	1) Clients will have access to surveys on buses, and volunteer escort riders will have surveys mailed to them annually.	12/31/2017
Provide survey questionnaires to all clients served by Elder Benefit Specialists and Disability Benefit specialsits. 85% of all serveys returned will report excellent service provided by the EBS and DBS staff member	Review and report client responses quarterly.	1) Surveys will be designed and staff will provide at end of client session for client to complete and leave in the comment box in Reedsburg, or hand to the Receptionist in Baraboo.	12/31/2017
Provide 60,000 meals to home delivered and congregate eligible clients in 2017	Assess monthly numbers and report monthly	1) Have I&A Specialists conduct new client intakes within 10 business days of receiving the referral 2) Ensure I&A Specialists utilize the GWAAR assessment form	12/31/2017
In order to create a demential friendly community, ADRC staff will train 15 business in Baraboo on becoming dementia friendly.	Report quarterly on businesses who have been trained.	1) Director will meet with businesses the first quarter of 2017 2) trainings will be held throughout the last three quarters of the year.	12/31/2017
Provide a total of 4 evidence based courses in 2017 - Two Powerful tools for Caregivers and two Stepping On courses.	One of each class will be offered in spring, and fall.	1) Community partners and members will be contacted to help build support base during the first quarter of the year.	12/31/2017

Aging & Disability Resource Center

Program Evaluation						
Program Title	**Program Description**	**Mandates and References**	**2017 Budget**		**FTE's**	**Key Outcome Indicator(s)**
Aging & Disability Specialist	This program supports older adults and adults with disabilities in facing the complicated array of challenges, choices and decisions by assessing their needs, identifying the most appropriate services to meet their needs, and acting as a vital link between the consumer and service providers to ensure their needs are met. The services provided include 1) short-term care coordination (less than 30 days), 2) transitional and planning services for young adults with disabilities as they leave the school and children's long-term support systems and enter the adult long-term care system, 3) public education and outreach to older adults and adults with disabilities who are isolated, 4) community agencies and services providers in order to promote the use of the ADRC, 5) long-term care options counseling, 6) consultation to individuals seeking admission to substitute care settings and 7) screening for and assistance with enrollment in the adult long-term care system. AddLIFE Today! Newsmagazine: The bimonthly publication features event announcements, educational material, benefit program updates, information about available services and other topics of interest to older adults, adults with disabilities, veterans and their families. Circulation: 5,800 printed and mailed, 800 sent electronically.	ADRC Contract	User Fees / Misc	$0	7.17	
			Grants	$631,937		
			TOTAL REVENUES	**$631,937**		
			Wages & Benefits	$575,978		
			Operating Expenses	$55,826		
			TOTAL EXPENSES	**$631,804**		
			COUNTY LEVY	**($133)**		
Transportation	Coordinated, multi-modal transportation services are provided to individuals with driving limitations due to disability or infirmity of age for medical appointments, business errands, shopping, socialization and enrichment.	Wis Dept of Transportation/Family Care Contracts	User Fees / Misc	$106,711	3.89	
			Grants	$198,700		
			TOTAL REVENUES	**$305,411**		
			Wages & Benefits	$192,236		
			Operating Expenses	$146,047		
			TOTAL EXPENSES	**$338,283**		
			COUNTY LEVY	**$32,872**		
Congregate Meals	Guests are provided a minimum of one-third of the established recommended dietary allowances, as well as a range of related services such as screening, assessment, education and counseling to improve the participant's health through proper diet. Individualized counseling by a dietitian is offered for those found to be at high risk. Dining centers also act as a conduit for positive social contacts. Older adults are provided this service on a payment-by-donation basis, while all others pay the full cost of the meal and associated services.	Older Americans Act	User Fees / Misc	$22,200	2.52	
			Grants	$97,598		
			TOTAL REVENUES	**$119,798**		
			Wages & Benefits	$86,772		
			Operating Expenses	$104,049		
			TOTAL EXPENSES	**$190,821**		
			COUNTY LEVY	**$71,023**		
Home Delivered Meals	Participants who qualify for home-delivered meals are those who are essentially homebound and unable to prepare meals for themselves. These participants are provided a minimum of one-third of the established recommended dietary allowances, as well as a range of related services such as screening, assessment, education and counseling to improve the participant's health through proper diet. Individualized counseling by a dietitian is offered for those found to be at high risk. Older adults are provided this service on a payment-by-donation basis while all others pay the full cost of the meal and associated services.	Older Americans Act	User Fees / Misc	$91,700	2.52	
			Grants	$135,010		
			TOTAL REVENUES	**$226,710**		
			Wages & Benefits	$102,173		
			Operating Expenses	$218,399		
			TOTAL EXPENSES	**$320,572**		
			COUNTY LEVY	**$93,862**		

Aging & Disability Resource Center

Home & Community Based Services	Emergency Preparedness: Information is disseminated to older adults and adults with disabilities through a variety of means to educate them about how to prepare for a variety of emergency scenarios. Helping Hand at Home: Information is disseminated to older adults and adults with disabilities about available chore services within Sauk County communities. Telephone Reassurance: Provides brief, regular telephone contact for persons who are homebound, live alone or are the family caregiver of an older adult. The goal is to check the daily well-being, identify needs of the individual as they occur and notify those who can help when appropriate. Older adults are provided this service on a payment by donation basis while all others pay the full cost of services.	GWAAR Contract	User Fees / Misc Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $30,031 **$30,031** $23,040 $6,915 **$29,955** **($76)**	0.35	
Elder Benefits Specialist	Free advocacy and assistance are provided to senior adults age 60 or older who live in Sauk County. Elder Benefit Specialists assist with issues related to public and private benefits to which they are entitled due to age, disability, or financial factors. Elder Benefit Specialists provide information and assistance on a broad range of public benefit programs, including Medicare, Medicaid, Social Security retirement, Supplemental Security Income, FoodShare, and SeniorCare. They provide information on program eligibility criteria, assistance applying for benefits, and appealing benefit denials or incorrect benefit amounts. Elder Benefit Specialists may offer assistance and advocacy to senior adults age 60 or over in the areas of consumer debt, landlord/tenant law, and private insurance. Elder Benefit Specialists receive in-depth, ongoing training. Program attorneys provide legal supervision and support to Elder Benefit Specialists and work closely with them to ensure high-quality advocacy and representation of senior adult clients in the program.	Wis Statutes 46.81	User Fees / Misc Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $142,408 **$142,408** $190,737 $9,654 **$200,391** **$57,983**	2.15	
Disability Benefits Specialist	This program provides adults with disabilities advocacy, benefits counseling and representation related to identified issues in the practice area of disability benefits, public benefits, insurance, rights and access to supportive services.	ADRC Contract	Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$198,319 **$198,319** $190,564 $8,000 **$198,564** **$245**	2.10	
National Family Caregiver Support Program	This program provides a continuum of services designed to meet the unique needs of the caregiver and help reduce or eliminate the occurrence of caregiver stress and burnout. Services include a support group, education and respite care.	GWAAR Contract	Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$25,705 **$25,705** $26,543 $10,398 **$36,941** **$11,236**	0.45	
Prevention	Individuals are assessed to identify risk factors and opportunities for prevention and early intervention and make appropriate referrals to agencies that may assist with early intervention activities. Through evidence-based health promotion and disease prevention programs, participants learn to make lifestyle changes that are proven to prevent the onset of or manage existing chronic conditions and their symptoms, thus reducing the need for more expensive long-term care. Programs include "Living Well with Chronic Conditions", "Stepping On" (fall prevention) and "Healthy Eating for Successful Living in Older Adults."	Older Americans Act	User Fees / Misc Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	0 $4,199 **$4,199** $5,078 $4,690 **$9,768** **$5,569**	0.10	
Outlay	Vehicle	$35,000	User Fees / Misc Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$35,000 $0 **$35,000** $0 $35,000 **$35,000** **$0**	-	
Totals			**TOTAL REVENUES** **TOTAL EXPENSES** **COUNTY LEVY**	**$1,719,518** **$1,992,099** **$272,581**	21.25	

Aging & Disability Resource Center

Output Measures - How much are we doing?			
Description	**2015 actual**	**2016 Estimate**	**2017 Budget**
AddLIFE Today! Newsmagazine - Total Circulation (Mailed/Emailed) will reduce from every other month circulation to quarterly	7,086	7,200	7,200
Disability Benefit Specialist Program - Total Cases Served	443	625	650
Elderly Benefit Specialist Program - Total Individuals Served* * first 1/2 of 2016 data unavailable due to state switching database	1091		
Information & Assistance Program - Total **Contacts/unduplicated clients**	6,501/9,202	7,400/12,500	7,600/13,000
National Family Caregiver Support Program - Total Unduplicated Respite Scholarship Recipients / Support Group Participants	14	14	10
Nutrition Programs - Total Congregate Unduplicated Eligible Individuals	409	415	425
Nutrition Programs - Total Home Delivery Unduplicated Eligible Individuals	359	375	395
Prevention Program - Total Classes Held / Unduplicated Participants	3/30	2/20	4/40
Transportation Programs - Total Rides (All Services)	14,504	17,461	17,825
Volunteer hours	18,000	19,231	20,237

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 actual**	**2016 Estimate**	**2017 Budget**
ADRC Unit: Disability Benefit Specialist Monetary Impact to Sauk County	These are federal and state funds to individuals residing in Sauk County. Long Term Care enrollments are less than 10% of clients.This means that medicaid paid Long Term Care costs are contained.	$2,367,584	$2,500,000	$2,600,000
Older Americans Act Unit: Elder Benefit Specialist Program Monetary Impact to Sauk County		$1,378,932	$4,608,210	$4,800,000
Volunteer hours/value of hours		$418,135	$443,648.00	$475,570.00

AGING & DISABILITY RESOURCE CENTER

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	174,608	171,138	241,939	242,704	242,704	272,581	29,877	12.31%
Grants & Aids	1,473,049	1,416,172	1,514,124	1,438,990	1,439,901	1,491,907	52,006	3.61%
User Fees	74,635	87,661	79,804	129,850	88,097	143,710	55,613	63.13%
Intergovernmental	3,795	4,210	5,880	2,000	2,500	6,700	4,200	168.00%
Donations	77,178	74,822	81,366	61,317	74,000	70,000	(4,000)	-5.41%
Interest	0	0	7	3	0	0	0	0.00%
Miscellaneous	806	7,052	363	175	0	200	200	0.00%
Use of Fund Balance	64,531	131,912	0	0	0	7,000	7,000	0.00%
Total Revenues	1,868,602	1,892,967	1,923,482	1,875,039	1,847,202	1,992,098	144,896	7.84%
Expenses								
Labor	863,039	860,218	768,847	935,286	938,042	1,053,428	115,386	12.30%
Labor Benefits	345,987	350,967	299,958	302,338	329,559	339,692	10,133	3.07%
Supplies & Services	659,576	681,782	744,930	476,507	579,601	563,978	(15,623)	-2.70%
Capital Outlay	0	0	26,014	0	0	35,000	35,000	0.00%
Addition to Fund Balance	0	0	83,733	160,908	0	0	0	0.00%
Total Expenses	1,868,602	1,892,967	1,923,482	1,875,039	1,847,202	1,992,098	144,896	7.84%
Beginning of Year Fund Balance	455,752	391,221	259,309	343,042		503,950		
End of Year Fund Balance	391,221	259,309	343,042	503,950		496,950		

Outlay	Total Expense Amount	Property Tax Levy Impact
Vehicle	35,000	0
2017 Total	35,000	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

Nutrition: In 2016, Congregate Meals have remained steady with 2015 numbers, but Home Delivered Meals have increased by 14% for the first 6 months of 2016. Home Delivered Meals constitute 2/3 of all meals provided. Based on the first half of 2016, the ADRC expects a total meal increase of 13-15% from 2015. The ADRC projects serving 60,000 meals in 2017, an increase of just under 5%. Food costs are expected to increase in 2017 by 2-2.5%.

Elder Benefit Specialists: Through 2016, the Regional ADRC paid for approximately 35-40% of the Elder Benefit Specialists. This is not required of the Regional ADRC since it is a state mandated program and is not part of the ADRC's targeted programming. In 2017, the Regional ADRC will move its state funding to the ADRC to cover an additional I&A, but will continue to bill for Federal Revenues.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Nutrition Programs**	**EBS**		
Tax Levy	242,704	(24,077)	30,769	23,185		272,581
Use of Fund Balance or Carryforward Funds	0	7,000				7,000
All Other Revenues	1,604,498	91,403	39,802	(23,185)		1,712,518
Total Funding	1,847,202	74,326	70,571	0	0	1,992,099
Labor Costs	1,267,601	82,078	43,442			1,393,121
Supplies & Services	579,601	(42,752)	27,129			563,978
Capital Outlay	0	35,000				35,000
Total Expenses	1,847,202	74,326	70,571	0	0	1,992,099

Issues on the Horizon for the Department:

Space for privacy and confidentiality continues to be an issue at the ADRC. Most of the aging and transportation staff have relocated to the basement level suite of offices to help accommodate these needs.

As the baby boomers become the "Silver Tsunami," the ADRC finds itself with more clients with significant needs. Since the ADRC's primary focus is to help reduce the cost of Long Term Care by keeping people in their homes with services coming into the home versus costly nursing home stays, the meal program and other supportive services will become even more important. As needs increase, state and federal funding remains flat.

Child Support

Department Vision - Where the department would ideally like to be
Provide services so fewer children live in poverty and have support from both parents.

Department Mission - Major reasons for the department's existence and purpose in County government
Provide effective and quality services to the public with respect to establishment and enforcement of child support, medical support, establishment of paternity, and all other functions of the child support program.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services
Development of cultural, social, and community values

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Maintain performance standards to realize maximum incentives.		Receipt of performance money based on:	Ongoing
	Exceeded 90% and maximized incentive money	90% Paternity establishment rate	
	Exceeded 80% and maximized incentive money	80% Court order rate	
	Exceeded 80% and maximized incentive money	80% Current support collection rate	
	Exceeded 80% and maximized incentive money	80% Collection rate on Arrears	

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Child Support	Responsibilities include: Establishing paternity on cases where no father is named on the child's birth certificate. Establishment and enforcement of court orders which include child support orders, health insurance provisions, and collections of birth related expenses. Modification of existing court orders to comply with the percentage guidelines contained in DCF 150. The agency receives referrals from the Department of Human Services for children receiving public assistance benefits or in substitute care (foster care, kinship care). We also accept applications for services to establish new orders, or to modify and enforce extension orders.	49.22	Grants	$744,810	11.00	
			User Fees	$15,200		
			TOTAL REVENUES	**$760,010**		
			Wages & Benefits	$686,270		
			Operating Expenses	$247,658		
			TOTAL EXPENSES	**$933,928**		
			COUNTY LEVY	**$173,918**		
Totals			**TOTAL REVENUES**	**$760,010**	11.00	
			TOTAL EXPENSES	**$933,928**		
			COUNTY LEVY	**$173,918**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
Number of active IV-D cases	3,531	3,500	3,530

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Paternity Establishment Rate (90%)	The agency exceeded the benchmarks set by the State (90%)	111.11%	112.00%	112.00%
Court Order Establishment Rate (80%)	The agency exceeded the benchmarks set by the State (80%).	91.36%	90.00%	90.00%
Collection of Current Support (80%)	The agency exceeded the benchmarks set by the State (80%).	81.46%	81.50%	81.50%
Collection of Arrears (80%)	The agency exceeded the benchmarks set by the State (80%).	80.53%	81.00%	81.00%

CHILD SUPPORT

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	181,570	167,576	164,268	169,337	169,337	173,918	4,581	2.71%
Grants & Aids	703,502	702,941	711,663	738,257	738,257	744,810	6,553	0.89%
User Fees	14,443	15,732	16,672	15,200	15,200	15,200	0	0.00%
Miscellaneous	0	645	510	0	0	0	0	0.00%
Total Revenues	899,515	886,894	893,113	922,794	922,794	933,928	11,134	1.21%
Expenses								
Labor	429,824	419,862	455,384	469,998	469,998	483,818	13,820	2.94%
Labor Benefits	211,494	205,131	199,181	205,966	205,966	202,452	(3,514)	-1.71%
Supplies & Services	207,186	202,446	202,681	246,830	246,830	247,658	828	0.34%
Addition to Fund Balance	51,011	59,455	35,868	0	0	0	0	0.00%
Total Expenses	899,515	886,894	893,113	922,794	922,794	933,928	11,134	1.21%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance	Included in General Fund Total
End of Year Fund Balance	

Changes and Highlights to the Department's Budget:

For 2017, we expect no change in the 66% federal match on agency expenses. Also, no changes in GPR funding the 2015 - 2017 biennial state budget.

	2016 Revised Budget	Cost to Continue Operations in 2016	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Increase Federal Match due to Increase Expense**			
Tax Levy	169,337	3,357	1,224			173,918
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	753,457	(7,307)	13,860			760,010
Total Funding	922,794	(3,950)	15,084	0	0	933,928
Labor Costs	675,964	105	12,787			688,856
Supplies & Services	246,830	(4,055)	2,297			245,072
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	922,794	(3,950)	15,084	0	0	933,928

Issues on the Horizon for the Department:

The agency will experience one retirement in 2017 and expects to fill those positions with a new worker.

DOG LICENSE FUND

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Licenses & Permits	27,446	27,108	27,314	28,000	28,000	28,000	0	0.00%
Use of Fund Balance	595	164	0	0	0	0	0	0.00%
Total Revenues	28,041	27,272	27,314	28,000	28,000	28,000	0	0.00%
Expenses								
Supplies & Services	28,041	27,272	27,187	28,000	28,000	28,000	0	0.00%
Addition to Fund Balance	0	0	127	0	0	0	0	0.00%
Total Expenses	28,041	27,272	27,314	28,000	28,000	28,000	0	0.00%
Beginning of Year Fund Balance	1,860	1,265	1,101	1,228		1,228		
End of Year Fund Balance	1,265	1,101	1,228	1,228		1,228		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Department: DOG LICENSE

Changes and Highlights to the Department's Budget:

No Changes anticipated. Retained fees, net of expenses, are forwarded to the Humane Society for operation of the animal shelter.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	0	0				0
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	28,000	0				28,000
Total Funding	28,000	0	0	0	0	28,000
Labor Costs	0	0				0
Supplies & Services	28,000	0				28,000
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	28,000	0	0	0	0	28,000

Issues on the Horizon for the Department:

Environmental Health

Department Vision - Where the department would ideally like to be
The Sauk County Health Department will be an independent, nationally accredited health department.

Department Mission - Major reasons for the department's existence and purpose in County government
The Sauk County Health Department protects Sauk County residents and visitors by taking action to promote health and safety and illness, injury and disease.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services
Promote safe community
Encourage economic development
Stewardship of natural resources
Development of cultural, social, and community values

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Prevent food borne disease exposure in establishments in Sauk County.	Track completion rate of inspections.	Expand the Department of Agriculture, Trade and Consumer Protection (DATCP) agent program within Sauk County.	7/1/2017
Increase quality of services through the accreditation process.	Complete Quality Improvement (QI) projects in the inspection program. Adopt, adapt or abandon programs after review of QI project results.	Complete process mapping to identify areas of needed improvement. Standardization of programs. Develop and update policies and procedures that give guidance for new and established staff. Conduct quality improvement projects to increase efficiencies. Update ordinances for tattoo, and environmental health programs.	7/1/2017
Decrease contamination to ground water and assist residents in obtaining safe drinking water.	Complete well water testing and well inspections per DNR contract. All water testing and well inspection are tracked internally. Yearly program is audited by the DNR.	Provide education to individuals for well water testing and testing kits when appropriate. Complete all contractual requirements of the Wis Department of Natural Resources (DNR) Transient Non-Community (TNC) Program.	12/31/2017
Become a Level III Health Department.	Obtain Level III Health Department status.	Meet requirements to be a level III Health Department through the 140 review process. Full agent expansions allow the health department to be eligible to be a Level III health department.	1/1/2018

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Nuisances & Human Health Hazards	Assessments and abatement of environmental concerns, utilizing the Wisconsin State Statutes and County Ordinance, "Abating Public Nuisance Affecting the Public Health." Nuisances and health hazards can include the following: air quality, asbestos exposure, unsanitary housing conditions, exposure to raw sewage, improper solid waste disposal, insects exposure, vectors rodent harboring, and exotic animals licensing.	254.41, 254.59	User Fees / Misc. Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $9,140 $0 **$9,140** $31,754 $1,837 **$33,591** **$24,451**	0.49	57 problems were investigated and 255 contacts for Nuisances/Human Health Hazards in 2015. The mold policy was changed in 2015 so the amount of mold investigations decreased.
Lead & Rabies	An environmental health assessment is conducted to evaluate the risk of lead exposure. Sample collection is possible to determine the sources of the lead contamination. Information and resources are given for clean-up and abatement. Rabies exposures are caused by warm blooded animal bites. Once a bite is reported an investigation is conducted along with client education and quarantine or testing of the animal, if available.	Ch. 245.13 CH 95.21	User Fees / Misc. Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $2,496 $0 **$2,496** $6,487 $6,100 **$12,587** **$10,091**	0.08	There were 20 contacts regarding lead, 6 problems investigated, and 2 home lead inspections completed in 2015. There were 203 total bites reports in 2015. 130 animals were quarantined, 45 tested, 17 animals not found for testing.

Environmental Health

Department of Safety and Professional Services Tattoo & Piercing Inspection contract	Tattooing and body piercing present a significant health hazard to the public due to the potential spread of blood borne pathogens. DHS 173 has been promulgated for the purpose of regulating tattooists and body piercing establishments in order to protect public health and safety. The Department of Safety and Professional Services will provide a contract for continued inspections.	DSPS CH 252.23 & 252.24	User Fees / Misc. Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$2,052 $0 $0 **$2,052** $1,578 $469 **$2,047** **($5)**	0.02	In 2015, 28 contacts and 0 issues were identified for tattoo and body piecing establishments. 14 tattoo/piercing inspections were completed as a result.
Radon	To advance public education and awareness of radon. To assist in evaluating the scope of our local radon problems by selling radon test kits and collecting information. To minimize the number of people who are exposed to radon which is a known cause of lung cancer. Sauk County Health Department is the Radon Information Center for Adams, Columbia, Juneau and Sauk Counties.		User Fees / Misc. Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$1,500 $7,676 $0 **$9,176** $7,306 $1,858 **$9,164** **($12)**	0.10	In 2015 - 113 radon kits were provided to the public. There were 3 problems addressed and 58 contacts and 10 homes mitigated.
DATCP Retail Food Safety & Licensing	Sauk County Health Department to expand the Food, Safety and Recreational Licensing as Full Agent of The Wisconsin Department of Agriculture, Trade and Consumer Protection for the purpose of establishing permit fees, issuing permits, routinely inspecting, and making investigations and collecting samples at retail food establishments if necessary. Enacting local regulation that governs these establishments helps reduce the public's risk of contracting a food borne disease. Expansion of the program would include all the facilities currently being inspected and add pools, water attractions, restaurants and campgrounds.	ATCP 75 ATCP 72 ATCP 73 ATCP 76 ATCP 78 ATCP 79 Wis Food Code Chapter 11	User Fees / Misc. Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$467,428 $0 $0 **$467,428** $432,012 $33,897 **$465,909** **($1,519)**	5.90	253 establishments were licensed in 2015. 272 total inspections were conducted. There were 6 issues addressed and 489 contacts made. There were 602 routine DHS inspections in 2015. Also 28 compliant inspections, 1805 contacts made and 39 issues addressed.
DNR - TNC Well Water	Potable well water systems deemed to meet the definition of a transient non-community system are tested for bacteria and nitrates annually. These systems also are given a sanitary survey once every 5 years to detect possible construction, location, maintenance or operational deficiencies within the public water system before unsafe conditions occur.		User Fees / Misc. Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $29,085 $0 **$29,085** $17,058 $11,975 **$29,033** **($52)**	0.24	In 2015 - 423 wells were sampled. There were 1 issue addressed and 915 contacts made.
Totals			**TOTAL REVENUES** **TOTAL EXPENSES** **COUNTY LEVY**	**$519,377** **$552,331** **$32,954**	6.83	

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimated**	**2017 Budget**
Number of DHS Limited Agent facilities inspected	602	577	0
Number of DATCP facilities inspected	272	247	1,258
Number of DNR Well Inspections	423	420	145
Environmental Health Investigations and Follow Up (total of all contacts and issues)	708	1,000	325

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimated**	**2017 Budget**
Percentage of establishments inspected through the Limited Agent contract.	Contract ended.	100%	100%	Contract ended
Percentage of establishments inspected through the DATCP program.	All facilities listed on the contract had an inspection.	100%	100%	100%
Percentage of wells tested through the DNR Well Water program.	All the wells listed in the contract had a water test completed.	100%	100%	100%

ENVIRONMENTAL HEALTH

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	10,105	10,105	34,165	33,373	33,373	32,955	(418)	-1.25%
Grants & Aids	177,767	184,391	214,063	209,490	200,046	48,397	(151,649)	-75.81%
Licenses & Permits	67,647	67,582	71,334	67,512	67,512	469,480	401,968	595.40%
User Fees	431	1,074	1,368	1,500	1,500	1,500	0	0.00%
Intergovernmental	20,210	20,816	30,273	31,974	31,974	0	(31,974)	-100.00%
Miscellaneous	10,401	5,593	7,108	10,778	0	0	0	0.00%
Use of Fund Balance	0	0	0	47,422	106,341	0	(106,341)	-100.00%
Total Revenues	286,561	289,561	358,311	402,049	440,746	552,332	111,586	25.32%
Expenses								
Labor	163,587	159,609	196,763	224,199	224,184	353,631	129,447	57.74%
Labor Benefits	63,671	58,556	71,395	80,904	78,330	142,565	64,235	82.01%
Supplies & Services	54,974	37,105	41,741	96,946	138,232	56,136	(82,096)	-59.39%
Addition to Fund Balance	4,329	34,291	48,412	0	0	0	0	0.00%
Total Expenses	286,561	289,561	358,311	402,049	440,746	552,332	111,586	25.32%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Changes and Highlights to the Department's Budget:

A number of interrelated events are affecting the 2017 Environmental Health budget.

The South Central Environmental Health Consortium (with Sauk, Adams and Juneau Counties) is dissolving effective December 31, 2016.

Sauk County is expanding its services to due to the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) merger with the Wisconsin Department of Health Services (DHS). Sauk County was already a full agent for DATCP, but will now be becoming a full agent for DHS. This means adding approximately 1,014 inspections of high complexity restaurants, pools, water attractions.

Both of these changes necessitated an increase in staff by one new Sanitarian Position ($81,000), one new Environmental Health Technician ($60,000), and additional administrative assistance ($13,000). Further, existing staff were reallocated and promoted to better suit the program's needs ($26,000).

	2016 Revised Budget	Cost to Continue Operations in 2016	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Expanding Full Agent and Dissolution of SCEHC**			
Tax Levy	33,373	(1,719)	1,301			32,955
Use of Fund Balance or Carryforward Funds	106,341	0	(106,341)			0
All Other Revenues	301,032	0	218,345			519,377
Total Funding	440,746	(1,719)	113,305	0	0	552,332
Labor Costs	302,514	(1,720)	195,401			496,195
Supplies & Services	138,232	1	(82,096)			56,137
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	440,746	(1,719)	113,305	0	0	552,332

Issues on the Horizon for the Department:

Administrative Rule 140 is open and being evaluated at the state level. Changes to the rule will be based on Foundational Capabilities of Public Health. The Capabilities are aligned with the Public Health Accreditation process in an effort to improve and standardize core capabilities of Health Departments. This will change the process to become a level III health department. Sauk County is scheduled for the next 140 review in January 2018 and will be designated a level III health department.

Health Care Center

Department Vision - Where the department would ideally like to be

To provide an innovative care delivery system that will ensure that Sauk County Health Care Center remain the leader in the area. We will continue to build upon our high quality care and services for the citizens of Sauk County and surrounding areas.

Department Mission - Major reasons for the department's existence and purpose in County government

Sauk County Health Care Center is dedicated to being a leader by providing high-quality care to Sauk County and surrounding area residents. We continue to strengthen our reputation by providing innovative, resident centered, rehabilitative and long-term care in a culturally diverse setting. Sauk County Health Care Center focuses on a team-oriented environment while remaining fiscally responsible and serving as a resource to the community.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Promote safe community

Development of cultural, social, and community values

Specific Strategic Issues Addressed

Continuum of care; assisted living.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Continue our strong presence in the community to maintain visibility of the Sauk County Health Care Center.	Question added to admission assessment form indicating how resident chose our facility.	Continue to hold 4 public relations events per year; at least 1 per quarter. The HCC management staff will review and add appropriate ways to enhance visibility through newspaper, community event involvement and radio.	12/31/2017
Improve staffing efficiencies throughout the facility.	Departments will remain within their budgeted dollars while improving options for internal advancement and overall employee satisfaction. Employee turnover rate will decrease by 2%	To improve staffing efficiencies by revising and redefining team members' roles and responsibilities throughout the facility. Continue to review current staffing systems and continue to research and recommend best practice staffing models. The staffing model recommendations shall take the following into consideration: Occupancy, resident centered high quality care, resident acuity, overtime reduction, and decreased employee turnover.	12/31/2017
Develop a strategic plan for the Sauk County Health Care Center.	Board of Trustees will begin meetings to further develop campus. At least three meetings will be held to further develop Assisted living project set for construction in 2019	Continue working with Board of Trustees, Functional Group and Sauk County Board of Supervisors to determine the feasibility and probability that recommended option for the Sauk County Health Care Campus an addition of an Assisted Living component to the campus by 2020.	ongoing
Continual review for additional revenue streams to offset costs of the Sauk County Health Care Center	Leading Choice Network Participation with expectation to increase referral options and increase occupancy rate overall	Contact and explore relationships/contracts with insurance companies, hospice, outpatient therapy and veterans administration to find alternative sources of funding.	ongoing
Work on alignment with local health providers as a preferred provider with focus on national health care reform act.	Rehospitalization rate tracked since 2014. 2015 rate 8.3% 2016 rate to date 8.1%. Maintain rate as this is well below state average of 18.8% and national average of 21.1%	Work on reducing readmission rates for SCHCC. Explore Accountable Care Organizations and determine where SCHCC will be best aligned for sustainability	12/31/2017

Health Care Center

Program Evaluation						
Program Title	**Program Description**	**Mandates and References**	**2017 Budget**		**FTE's**	**Key Outcome Indicator(s)**
Business Office	Oversees all billing and revenue collections of the Sauk County Health Care Center. Responsible for cost reporting, accounts payable, accounts receivable, and resident trust accounts.	HFS 132	User Fees / Bad Debt / Misc	($35,000)	3.00	
			Grants	$730,000		
			Sales Tax from Gen'l Fund for Debt Service	$1,206,048		
			Other Revenues & Bed Tax	($158,880)		
			Use of Fund Balance	$797,532		
			TOTAL REVENUES	**$2,539,700**		
			Wages & Benefits	$195,700		
			Operating Expenses	$1,391,414		
			Debt Service	$1,206,048		
			TOTAL EXPENSES	**$2,793,162**		
			COUNTY LEVY	**$253,462**		
Human Resources	Responsible for assisting department heads with the resolution of employee issues, hiring and orienting new employees, and payroll and benefits tasks.	HFS 132	Wages & Benefits	$74,446	1.00	
			Operating Expenses	$15,375		
			TOTAL EXPENSES	**$89,821**		
			COUNTY LEVY	**$89,821**		
Skilled Nursing Facility	Provides skilled nursing for short and long term rehabilitative care to Sauk County and surrounding communities' residents.	HFS 132	User Fees / Misc	$6,729,300	90.06	
			TOTAL REVENUES	**$6,729,300**		
			Wages & Benefits	$5,179,071		
			Operating Expenses	$507,700		
			TOTAL EXPENSES	**$5,686,771**		
			COUNTY LEVY	**($1,042,529)**		
Occupational Therapy	Enhances the lives of residents by keeping them at their highest functional level by providing skilled therapy and restorative care.		Wages & Benefits	$67,419	1.00	
			Operating Expenses	$133,100		
			TOTAL EXPENSES	**$200,519**		
			COUNTY LEVY	**$200,519**		
Activity Therapy	Enhances the lives of residents by providing activities for residents and their families. Oversees the volunteer program and plays a vital role in the public relations of the Sauk County Health Care Center.	HFS 132	User Fees / Misc	$3,100	4.00	
			TOTAL REVENUES	**$3,100**		
			Wages & Benefits	$276,047		
			Operating Expenses	$14,600		
			TOTAL EXPENSES	**$290,647**		
			COUNTY LEVY	**$287,547**		
Medical Doctor	Physician monitoring	HFS 132	Operating Expenses	$18,500	-	
			TOTAL EXPENSES	**$18,500**		
			COUNTY LEVY	**$18,500**		
Medical Records	Medical records/privacy documentation	HFS 132	Wages & Benefits	$126,258	2.00	
			Operating Expenses	$2,900		
			TOTAL EXPENSES	**$129,158**		
			COUNTY LEVY	**$129,158**		
Social Work	Responsible for discharge planning and resource referrals, psychosocial assistance, and aiding residents with transitional placement issues.	HFS 132	Wages & Benefits	$90,116	1.00	
			Operating Expenses	$1,500		
			TOTAL EXPENSES	**$91,616**		
			COUNTY LEVY	**$91,616**		
Dietary	Prepare and distribute nutritious, good tasting meals while adhering to physician ordered diets.	HFS 132	User Fees / Misc	$202,000	12.95	
			TOTAL REVENUES	**$202,000**		
			Wages & Benefits	$596,717		
			Operating Expenses	$447,400		
			TOTAL EXPENSES	**$1,044,117**		
			COUNTY LEVY	**$842,117**		

Health Care Center

Maintenance	Maintain physical plant and grounds of the Sauk County Health Care Center.	life safety code	User Fees / Misc	$0	4.00	
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$273,363		
			Operating Expenses	$277,500		
			TOTAL EXPENSES	**$550,863**		
			COUNTY LEVY	**$550,863**		
Environmental Services	Maintain housekeeping tasks for facility and residents. Launder clothes and linens for facility and residents.		Wages & Benefits	$542,207	12.20	
			Operating Expenses	$67,375		
			TOTAL EXPENSES	**$609,582**		
			COUNTY LEVY	**$609,582**		
Administration	Manage oversight of skilled nursing facility	HFS 132	Wages & Benefits	$187,251	2.00	
			Operating Expenses	$12,000		
			TOTAL EXPENSES	**$199,251**		
			COUNTY LEVY	**$199,251**		
Home Care	Service discontinued for 2017. Some expenditures remaining for 2017 closing costs		User Fees / Misc	$0	-	
			Transfer from General Fund	$115,440		
			TOTAL REVENUES	**$115,440**		
			Wages & Benefits	$115,440		
			Operating Expenses	$30,703		
			TOTAL EXPENSES	**$146,143**		
			COUNTY LEVY	**$30,703**		
Foot Clinic	Service discontinued for 2017		User Fees / Misc	$0	-	
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$0		
			Operating Expenses	$0		
			TOTAL EXPENSES	**$0**		
			COUNTY LEVY	**$0**		
Outlay	Nursing equipment	$5,000	Use of Fund Balance	$40,000	-	
	Full Body /Stand Lift Scale	$7,000	Other Revenues & Bed Tax	$0		
	Boiler replacement	$40,000	**TOTAL REVENUES**	**$40,000**		
	Carpet	$10,000	Operating Expenses	$93,000		
	Mattresses	$6,000	**TOTAL EXPENSES**	**$93,000**		
	Painting/Plastering	$5,000				
	Repave parking lots	$20,000	**COUNTY LEVY**	**$53,000**		
Totals			**TOTAL REVENUES**	**$9,629,540**	133.21	
			TOTAL EXPENSES	**$11,943,150**		
			COUNTY LEVY	**$2,313,610**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
Deficiency Free Survey	0	0	Deficiency free
Average Daily census as a % of licensed beds	94%	91%	94%
Reduce Complaint Surveys	1	1	0
Reduce number of life safety code citations	5	3	2

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Prevalence of acute pain to stay below 10%		10.2%	10.0%	8.0%
Increase rate of staff who receive influenza vaccine to 90%		93.0%	96.0%	96.0%
Reduce employee turnover rate by 1%		27.0%	27.0%	26.0%
Total overtime hours for facility by 1% in 2014		*6000	5,500	5,250
Prevalence of falls - stay below 14%		4.0%	4.2%	4.0%
Increase rate of residents who receive influenza vaccine to 90%		100.0%	100.0%	100.0%

HEALTH CARE CENTER

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	2,151,509	1,716,976	2,085,753	2,114,685	2,114,685	2,313,610	198,925	9.41%
Grants & Aids	641,564	662,848	938,846	742,984	985,000	730,000	(255,000)	-25.89%
User Fees	5,951,765	6,022,734	6,318,538	6,299,376	7,025,320	6,537,820	(487,500)	-6.94%
Intergovernmental	0	0	272,356	179,045	179,000	195,000	16,000	8.94%
Donations	2,716	2,187	2,576	3,000	32,000	2,500	(29,500)	-92.19%
Interest	2,841	2,137	2,556	4,600	4,608	4,600	(8)	-0.17%
Miscellaneous	929	101	323	900	900	600	(300)	-33.33%
Transfer from other Funds	502,759	1,276,071	1,285,626	1,219,401	1,219,401	1,321,488	102,087	8.37%
Use of Fund Balance	379,675	357,416	0	152,948	730,000	837,532	107,532	14.73%
Total Revenues	9,633,758	10,040,470	10,906,574	10,716,939	12,290,914	11,943,150	(347,764)	-2.83%
Expenses								
Labor	4,571,565	4,844,842	5,220,738	5,294,531	5,621,879	5,312,876	(309,003)	-5.50%
Labor Benefits	2,171,007	2,223,028	2,095,063	2,267,749	2,334,150	2,411,159	77,009	3.30%
Supplies & Services	1,655,433	1,818,024	2,023,213	2,164,986	2,356,884	2,185,467	(171,417)	-7.27%
Principal Redemption	0	0	0	0	839,328	856,208	16,880	2.01%
Interest Payments	591,356	489,598	378,461	360,073	360,073	349,840	(10,233)	-2.84%
Capital Outlay	0	0	0	0	149,000	93,000	(56,000)	-37.58%
Transfer to General Fund	644,397	664,978	696,046	629,600	629,600	734,600	105,000	16.68%
Addition to Fund Balance	0	0	493,054	0	0	0	0	0.00%
Total Expenses	9,633,758	10,040,470	10,906,574	10,716,939	12,290,914	11,943,150	(347,764)	-2.83%
Beginning of Year Fund Balance	4,772,282	4,392,607	4,035,191	4,528,245		4,375,297		
End of Year Fund Balance	4,392,607	4,035,191	4,528,245	4,375,297		3,537,765		

Outlay	Total Expense Amount	Property Tax Levy Impact
Full Body or Stand to Lift Scale	7,000	7,000
Boiler replacement	40,000	0
Nursing Equipment	5,000	5,000
Carpet Replacement	10,000	10,000
Mattresses	6,000	6,000
Painting & Plastering	5,000	5,000
Repave Parking Lots	20,000	20,000
2017 Total	93,000	53,000
2018	558,000	558,000
2019	4,545,000	4,545,000
2020	45,000	45,000
2021	45,000	45,000

The Health Care Center is required by accounting standards to record outlay purchases as assets, not expenditures.
The amounts shown for outlay expenditures are for budget purposes only.
2012 Beginning fund balance restated due to implementation of new accounting standard for pensions.

HOME CARE

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	0	49,790	0	0	0	0	0	0.00%
Grants & Aids	417,426	327,983	0	0	0	0	0	0.00%
User Fees	126,627	111,474	0	0	0	0	0	0.00%
Intergovernmental	4,780	16,415	0	0	0	0	0	0.00%
Donations	0	0	0	0	0	0	0	0.00%
Use of Fund Balance	57,668	51,183	0	0	0	0	0	0.00%
Total Revenues	606,501	556,845	0	0	0	0	0	0.00%
Expenses								
Labor	314,810	266,377	0	0	0	0	0	0.00%
Labor Benefits	115,108	108,828	0	0	0	0	0	0.00%
Supplies & Services	176,583	181,640	0	0	0	0	0	0.00%
Total Expenses	606,501	556,845	0	0	0	0	0	0.00%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Change 1: Eliminated Home Care Program, revenue history and projected increases to tax levy do not support sustaining the program. The impact to county residents served is very low. There are services in the private sector where these clients can receive care or they can be admitted to the Health Care Center and serviced as residents.

Change 2: Decrease in projected revenues for HCC from 2016 due to nationwide reported decrease in overall admission to nursing homes resulting in lower Medicare revenues than projected. Realigned revenues to be more consistent with average census from 2016 with 2.4% increase projected for Medicare rates in 2017.

Change 3: Continued partnering with ADRC to provide Home Delivered and Congregate dining meals with 10% increase predicted in revenues from meal program. This will help to cover cost of incidentals for wear and tear to equipment rather than have to utilize capital funds.

Change 4: Increased Vacancy factor savings as anticipate staffing model changes to occur in 2017 based on trending revenue streams and new models of care being implemented at the Sauk County Health Care Center.

	2016 Revised Budget	Cost to Continue Operations in 2016	Change 1	Change 2	Change 3	Change 4	Change 5	2017 Budget Request
Description of Change			**Close of Home Care Program**	**HCC Revenue Changes**	**Dietary Changes**	**Vacancy Factor**		
Tax Levy	2,114,685	111,641	(95,184)	250,000		(67,532)		2,313,610
Use of Fund Balance or Carryforward Funds	730,000	40,000				67,532		837,532
All Other Revenues	8,226,828	(38,308)	(370,560)	(250,000)	18,000			7,585,960
Transfer from Sales Tax from General fund for Debt	1,219,401	(13,353)						1,206,048
Total Funding	12,290,914	99,980	(465,744)	0	18,000	0	0	11,943,150
Labor Costs	7,956,029	70,235	(314,329)	0	12,100			7,724,035
Supplies & Services	2,356,884	(25,902)	(151,415)		5,900			2,185,467
Capital Outlay	149,000	(56,000)						93,000
Transfers to Other Funds	629,600	105,000						734,600
Debt Service	1,199,401	6,647						1,206,048
Total Expenses	12,290,914	99,980	(465,744)	0	18,000	0	0	11,943,150

Issues on the Horizon for the Department:

Continuous review of staffing and revision of staffing patterns that focus on Resident Centered Care Model and further development of the continuum of care. Continued review of Assisted Living and Continuum of Care Campus Model. Continuation of meal preparation for the nutrition sites and meals on wheels to continue our mission of providing to the elderly of Sauk County.

Sauk County Department of Human Services

Department Vision - Where the department would ideally like to be

With the assistance of our community partners, a coordinated network of trauma informed, comprehensive human services will be available as needed, and easily accessed by county residents.

Department Mission - Major reasons for the department's existence and purpose in County government

The Sauk County Department of Human Services is dedicated to providing high quality, caring, effective and efficient services for all county residents according to need and eligibility. Priorities include: treating everyone with dignity and respect, enhancing self reliance, protecting the vulnerable, and promoting healthy families, relationships and lifestyles.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Successful Income Maintenance Consortium Operation	Meets all performance standards as defined by the consortium	Performance standards are met	12/31/2017
Prudent fiscal management	Fiscal performance equal or less than budget.	Finish 2017 within budgeted tax levy through Manager's monthly monitoring of revenues and expenditures	12/31/2017
Maximize revenues	Increase in CCS and Crisis revenues by 30%.	Increase Crisis and Comprehensive Community Services revenues by 30% over 2016	12/31/2017
Manage Alternate Care placements	Alternate Care placement expenses will stay within budget or decrease.	Stay within budget through careful coordinated review of all proposed placements	12/31/2017
Respond to changing environment	Enhancement and Development of the initial system will take place.	Maintain Electronic Records implementation schedule	12/31/2017
Expand Integrated Services Programs	Increase caseload of integrated services by 20% all programs.	Expand CCS/FCF capacity and competence resulting in increased diversions from alternate care	12/31/2017
Increase Program Integration	Staff assigned to cases in CCS and CSP conduct monthly supervision sessions.	Strengthen operations of adult Comprehensive Community Services and Community Support Programs to increase efficacy and efficiency	12/31/2017

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
MENTAL HEALTH AND RECOVERY SERVICES (MHRS)	Provides mental health and substance abuse counseling.	51	User Fees/Other Revenues	$1,100,887	11.08	50% substance use staff will locate and attend medication assisted treatment training.
			Grants	$915,636		80% of mental health hospitalizations will have a face to face contact prior to authorization.
			TOTAL REVENUES	**$2,016,523**		80% of potential mental health hospitalizations are diverted to alternative settings.
			Wages & Benefits	$877,109		80% of Recovery Services Unit consumers will show progress in recovery.
			Operating Expenses	$2,647,935		50% of mental health contacts will utilize an evidence-based suicide screening tool.
			TOTAL EXPENSES	**$3,525,044**		100% CST employed/contracted staff will locate an attend service facilitating training.
			COUNTY LEVY	**$1,508,521**		90% of Families Come First families will demonstrate progress on goals.

Sauk County Department of Human Services

CRISIS	Provides emergency services to mental health and AODA area	51	User Fees/Other Revenues	$240,486	3.39	90% follow-up crisis outreach to consumers within 48 hours.
			Grants	$0		
			TOTAL REVENUES	**$240,486**		
			Wages & Benefits	$272,042		
			Operating Expenses	$209,178		
			TOTAL EXPENSES	**$481,220**		
			COUNTY LEVY	**$240,734**		
COMPREHENSIVE COMMUNITY SERVICES (CCS)	Recovery based community, mental health and substance abuse services		User Fees/Other Revenues	$2,327,500	4.33	
			Grants	$0		
			TOTAL REVENUES	**$2,327,500**		
			Wages & Benefits	$360,430		
			Operating Expenses	$2,097,500		
			TOTAL EXPENSES	**$2,457,930**		
			COUNTY LEVY	**$130,430**		
ECONOMIC SUPPORT	Facilitates access to Medical Assistance, Food Stamps, Child Day Care and energy assistance for those who are eligible for these programs.	46/49	User Fees/Other Revenues	$1,059,477	15.81	90% of Income Maintenance applications are processed timely.
			Grants	$0		
			TOTAL REVENUES	**$1,059,477**		
			Wages & Benefits	$1,058,531		
			Operating Expenses	$412,895		
			TOTAL EXPENSES	**$1,471,426**		
			COUNTY LEVY	**$411,949**		
BIRTH-TO-3 (B-3)	Therapy services for developmentally delayed children aged birth to three	46/51	User Fees/Other Revenues	$330,848	4.62	Birth to Three staff will utilize the "Primary Coaching Model for Early Intervention" in a minimum of 50% of families participating in the Birth to Three Program
			Grants	$0		
			TOTAL REVENUES	**$330,848**		
			Wages & Benefits	$351,401		
			Operating Expenses	$348,604		
			TOTAL EXPENSES	**$700,005**		
			COUNTY LEVY	**$369,157**		
CHILDREN LONG TERM SUPPORT (CLTS)	Provides care management and support services for disabled children and their families.	46/51	User Fees/Other Revenues	$325,140	5.22	CLTS children will have no more than one crisis stay in residential or hospital care.
			Grants	$0		
			TOTAL REVENUES	**$325,140**		
			Wages & Benefits	$420,797		
			Operating Expenses	$90,718		
			TOTAL EXPENSES	**$511,515**		
			COUNTY LEVY	**$186,375**		

Sauk County Department of Human Services

COMMUNITY SUPPORT PROGRAM (CSP)	Community based services for individuals with severe to persistent mental illness	51	User Fees/Other Revenues	$1,353,413	24.66	80% of Community Support Program consumers will live independently in the community. 75% of Community Support Program consumers will have structured activity planned outside of the home, which could include employment, volunteering and/or social/recreational activities..
			Grants	$0		
			TOTAL REVENUES	**$1,353,413**		
			Wages & Benefits	$1,917,609		
			Operating Expenses	$852,428		
			TOTAL EXPENSES	**$2,770,037**		
			COUNTY LEVY	**$1,416,624**		
ADULT PROTECTIVE SERVICES	Provides adult protective services and care management and support services for vulnerable adults.	51/55	User Fees/Other Revenues	$223,605	4.38	
			Grants	$21,768		
			TOTAL REVENUES	**$245,373**		
			Wages & Benefits	$346,941		
			Operating Expenses	$306,888		
			TOTAL EXPENSES	**$653,829**		
			COUNTY LEVY	**$408,456**		
JUVENILE JUSTICE	Assesses the circumstances of alleged juvenile offenders and makes recommendations to the juvenile court as to the most appropriate disposition.	938	User Fees/Other Revenues	$801,402	8.86	Juvenile Justice Unit Restorative Justice Program begins to track initial participant numbers in 2016. 70% of Juvenile Justice Unit's assessments will be conducted using an evidenced based tool.
			Grants	$0		
			TOTAL REVENUES	**$801,402**		
			Wages & Benefits	$687,797		
			Operating Expenses	$680,941		
			TOTAL EXPENSES	**$1,368,738**		
			COUNTY LEVY	**$567,336**		
CHILD PROTECTIVE SERVICES (CPS)	Responsible for investigating alleged cases of child abuse and neglect, and when necessary placing youth in alternate care to provide them safety.	48/938	User Fees/Other Revenues	$1,049,814	17.94	90% of initial assessments will be on time as defined by State benchmarks. 80% of children in alternate care placements are reunified within 12 months.
			Grants	$0		
			TOTAL REVENUES	**$1,049,814**		
			Wages & Benefits	$1,400,356		
			Operating Expenses	$1,430,559		
			TOTAL EXPENSES	**$2,830,915**		
			COUNTY LEVY	**$1,781,101**		
FAMILY CARE	Provides care management to frail elderly, developmentally disabled and physically disabled adults under contract with the Long Term Care District Care Management Organization		User Fees/Other Revenues	$1,200	-	
			Grants	$0		
			TOTAL REVENUES	**$1,200**		
			Wages & Benefits	$600		
			Operating Expenses	$511,449		
			TOTAL EXPENSES	**$512,049**		
			COUNTY LEVY	**$510,849**		
Totals			**TOTAL REVENUES**	**$9,751,176**	100.29	
			TOTAL EXPENSES	**$17,282,708**		
			COUNTY LEVY	**$7,531,532**		

Sauk County Department of Human Services

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Outpatient Clients Served	1446	1450	1450
Youth Services Clients Served	149	155	155
CPS, Kinship, Resource, CSSW, FCF, Investigation Clients Served	652	660	660
Long Term Support Clients Served	362	370	370
Developmentally Disabled & Birth-to-three Clients Served	310	315	315
Community Support Clients Served	171	195	195
Average Economic Support Caseload	6567	6570	6570

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
80% of Community Support Program consumers will live independently in the community.	An increase on independent skills.	82%	80%	80%
75% of Community Support Program consumers will have structured activity planned outside of the home, which could include employment, volunteering and /or social/recreational activities.	Structured activity is correlated with independent health.	89%	75%	75%
96% of Income Maintenance applications are processed timely.	Timely Processing.	96%	96%	96%
80% of children in alternate care placements are reunified within 12 months	Reunified families decrease later I life problems.	78%	80%	80%
90% of initial assessments will be on time as defined by State benchmarks.	Increase in child safety.	61%	90%	90%
Juvenile Justice Unit Restorative Justice Program begins to track initial participant numbers in 2016.	Increase in personal accountability and community enhancement.		Continuing	Continuing
Juvenile Justice Unit will utilize the Sauk County Quality Improvement process to evaluate any changes to the Sauk County Adolescent Needs position within the JJ Unit by 8/1/16.	Begin evaluation of assigned positions.	Continuing	Completed	
90% of Families Come First families will demonstrate progress on goals	Decrease in risk of placement and increase family stability.	90%	90%	90%
80% of mental health hospitalizations will have a face to face contact prior to authorization	Increase in accurate dispositions.	80%	80%	80%
80% of potential mental health hospitalizations are diverted to alternative settings	Increase in safe settings that are cost efficient/least restrictive.	80%	80%	80%
80% of Recovery Services Unit consumers will show progress in recovery.	Increase in independence and reductions of risk of hospitalizations.	75%	80%	80%
CLTS children will have no more than one crisis stay in residential or hospital care.	Increase in community based care that is stable.	not met - 2 children	< 1 stay	< 1 stay
Birth to Three staff will utilize the "Primary Coaching Model for Early Intervention" in minimum of 50% of families participating in the Birth to Three Program	Shift to an evidenced based proactive with enhanced outcomes.	100%	100%	100%
100% CST employed/contracted staff will locate and attend service facilitation training	Increase in staff knowledge in service facilitation.	100%	100%	100%
50% Substance Use staff will locate and attend medication assisted treatment training.	Increase in staff knowledge in opiate abuse/alcohol abuse care.	Deferred	50%	50%
90% follow-up crisis outreach to consumers within 48 hours.	Decrease risk of continued crisis.	90%	90%	90%
50% of Mental Health contacts will utilize and evidence-based suicide screening tool.	Decrease risk of suicide attempts/copulations.	Deferred	50%	50%
70% of Juvenile Justice Unit's Assessments will be conducted using an Evidenced Based Tool.	Increase match to more credible outcome based models.	100%	100%	100%

SAUK COUNTY DEPARTMENT OF HUMAN SERVICES
BUDGET NARRATIVE
2017

The Sauk County Department of Human Services' 2017 budget request takes into account both the current fiscal climate and the services needed for consumers in Sauk County. Due to the continued diligent efforts of Department staff and partner agencies to control costs, we are able to make a levy request of $7,531,534 representing a 0.92% decrease from 2016.

2017 budget highlights include:

Salary and Fringe Benefits: There is an increase in salary and fringe benefits of $264,544. This is due to the projected increase approved by the County Board. Also, as a result of putting a staff management position on hold and utilizing an existing contracted staff Psychologist to fulfill those duties (management and oversight of the Mental Health Recovery Services unit) a savings of $79,066 will be achieved. This can be evaluated for the 2018 budget for future consideration.

Alternate Care: We continue to experience a shift from foster care to more intensive levels of care, particularly residential treatment facilities and several corrections placements. In addition, Treatment Foster Care placements have been on the rise in 2016. This is due to increasingly difficult to manage children and adolescents presenting safety issues in the community. We have experienced a decrease in alternate care costs of $384,498 (from 2012 to 2013) and $335,324 (from 2013 to 2014) but an increase in costs of $130,461 (from 2014 to 2015). While estimated year end for 2016 is looking to increase $215,424 over 2015 year end, we are still optimistic about obtaining the 2016 budgeted amount. We are going to budget $1,225,059 for 2017 in this area (which is $167,971 less than 2016 budgeted amount) because we are planning to increase local utilization of CCS services and a slight decrease in contracted intensive wrap around services (FPI).

Child Protective Services: Increased efficiencies and adding an initial investigation social work position in this area have resulted in more line service to include case aides for families and children and direct access with social workers screening intakes. Although there are increased demands in investigations and timelines, a continual process of measurement and improvement is underway in this area. An added out of budget position in early 2016 has assisted the workload in this area.

Institutions: Beginning in 2004, costs for placements in state institutions increased dramatically from $319,078 to over $1 million in 2013. We increased our 2016 budget by $100,000 due to decreasing third party refunds over the last several years. In the 2017 budget we are budgeting $809,381. It is the hope that this trend will decrease in the future, however we will continue to monitor this area.

Criminal Justice Coordinating Council: Anticipating increased need for treatment as the result of the activities of the Criminal Justice Coordinating Council, we included $120,000 in the 2016 budget for treatment resources. This was not fully utilized as a result of more people being insured than thought as a result of the Federal Health Care insurance options and the Opiate treatment grant (MAT). Some of these funds were utilized for housing options for individuals in the Drug Court services to ensure a safe and sober living environment. Continued monitoring will occur in conjunction with the work of the Criminal Justice Council and Coordinator.

Homelessness: It was decided to invest $77,714 in 2015 for homelessness programs provided by CWCAC (Central Wisconsin Community Action Council). This would support approximately 12 families in Rapid Rehousing and 3 in Transitional Housing. Estimates of utilization of these funds appear to be projected as accurate for year-end therefore we are budgeting the same amount for 2017.

Sources of Increased Revenue: Children's Waiver, Comprehensive Community Services and Crisis Program certification continue to be sources of increased revenue and we are working diligently to maximize them. These revenues have allowed us to greatly expand our ability to respond locally to challenging children and families and have eliminated a waiting list in the case of the Children's Waiver program.

Outside Organization Request: This will be the same as last year; the allocations to Hope House and Central Wisconsin Community Action Coalition are itemized separately at the end of the budget summary.

Summary: The Human Services budget for 2017 looks to be quite similar to last year's with some minor adjustments. We are very fortunate to be able to continue to develop savings that we can reinvest in improving our service system in a large part due to staff in all areas of the Department finding efficiencies and being dedicated to high quality services while keeping children and families together in the community. This has however been more difficult with an increase in high risk child cases. The increased amount of resources dedicated to children s' mental health and placements in foster care continue to be a challenge. Our 2017 budget request takes into account the overall fiscal climate, while considering risk management in these volatile line areas.

SAUK COUNTY DEPARTMENT OF HUMAN SERVICES
2017 BUDGET
LEVY REQUEST SUMMARY

2016 ACTUAL BUDGETED LEVY REQUEST		**$7,601,198**		
(Outside agency request amount included in 2016 budgeted levy)		**($32,500)**		
SALARY & BENEFIT CHANGES				
2016 Budgeted Salary & Benefits	$7,429,070			
2017 Budgeted Salary & Benefits	$7,693,614			
Levy Increase/(Decrease) Request		**$264,544**		
PROGRAM EFFECTS ON LEVY REQUEST				
Revenues:				
Income Maintenance	($17,548)			
Interdepartment Revenue	$20,100			
Medicare	($15,000)			
Medicaid - Comprehensive Community Services	($627,500)			
Client Liability	$17,000			
Residential Fees	($35,000)			
Collections/Trip	$36,400			
		($609,100)		
Expenses:				
Psychologist	$10,400			
MIS Chargeback	$29,809			
Comprehensive Community Services	$590,000			
Outreach & Development - AODA Block Grant	$16,418			
CBRF	($76,858)			
Residential Care Apartment	$40,000			
Counseling and Theraputic	($95,000)			
Crisis Intervention	$31,100			
Detox	($35,000)			
Child Caring Institutions	($200,000)			
DD Center Nursing Home	($105,000)			
Institutions	($26,888)			
Miscellaneous	$95,911			
		$274,892		
LEVY REQUEST FOR 2017		**($102,164)**	**$7,499,034**	**-1.3%**
OUTSIDE AGENCY REQUESTS				
Hope House	$25,000			
Central Wisconsin Community Actions	$7,500			
ADDITIONAL 2017 LEVY REQUEST		**$32,500**		
TOTAL LEVY REQUEST FOR 2017		**($69,664)**	**$7,531,534**	**-0.9%**

HUMAN SERVICES

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	7,535,934	7,621,748	7,601,198	7,601,198	7,601,198	7,531,534	(69,664)	-0.92%
Grants & Aids	7,703,197	7,699,994	8,804,344	9,618,333	7,841,962	9,304,706	1,462,744	18.65%
Fees, Fines & Forfeitures	90,063	72,511	67,108	72,000	61,000	68,000	7,000	11.48%
User Fees	332,359	382,422	327,872	342,894	368,511	357,370	(11,141)	-3.02%
Donations	5,290	5,557	17,471	14,000	14,000	14,000	0	0.00%
Interest	7,555	6,505	7,974	7,000	7,000	7,000	0	0.00%
Miscellaneous	4,673	976	8,278	334	250	100	(150)	-60.00%
Use of Fund Balance	0	722,575	488,154	1,270,420	220,399	0	(220,399)	-100.00%
Total Revenues	15,679,071	16,512,288	17,322,397	18,926,179	16,114,320	17,282,710	1,168,390	7.25%
Expenses								
Labor	4,606,316	4,788,908	5,238,760	5,377,490	5,446,713	5,635,143	188,430	3.46%
Labor Benefits	1,843,282	1,899,004	1,881,713	1,972,558	1,982,357	2,058,471	76,114	3.84%
Supplies & Services	6,721,854	7,278,290	8,297,834	10,172,170	8,656,415	9,582,096	925,681	10.69%
Capital Outlay	17,244	330	17,169	0	21,835	0	(21,835)	-100.00%
Transfer to General Fund	1,066,457	2,545,756	1,886,921	1,403,961	7,000	7,000	0	0.00%
Addition to Fund Balance	1,423,918	0	0	0	0	0	0	0.00%
Total Expenses	15,679,071	16,512,288	17,322,397	18,926,179	16,114,320	17,282,710	1,168,390	7.25%
Beginning of Year Fund Balance	2,812,351	4,236,269	3,513,694	3,025,540		1,755,120		
End of Year Fund Balance	4,236,269	3,513,694	3,025,540	1,755,120		1,755,120		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	20,000	20,000
2019	0	0
2020	0	0
2021	20,000	20,000

Changes and Highlights to the Department's Budget:

Evaluation of major contracts for wrap around services (Family Partnership Initiative and Comprehensive Community Services).

Community based placement alternatives for high risk children.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**CCS**			
Tax Levy	7,601,198	(69,664)	0			7,531,534
Use of Fund Balance or Carryforward Funds	220,399	(220,399)	0			0
All Other Revenues	8,292,723	830,953	627,500			9,751,176
Total Funding	16,114,320	540,890	627,500		0	17,282,710
Labor Costs	7,429,070	217,544	47,000			7,693,614
Supplies & Services	8,656,415	345,181	580,500			9,582,096
Capital Outlay	21,835	(21,835)				0
Transfers to Other Funds	7,000	0				7,000
Addition to Fund Balance	0	0				0
Total Expenses	16,114,320	540,890	627,500		0	17,282,710

Issues on the Horizon for the Department:

Children's mental health
Trauma Informed Care
Year 2 of Federal Grant for Heroin

Public Health

Department Vision - Where the department would ideally like to be
The Sauk County Health Department will be an independent, nationally accredited health department.

Department Mission - Major reasons for the department's existence and purpose in County government
The Sauk County Health Department protects Sauk County residents and visitors by taking action to promote health, and safety and prevent illness, injury and disease.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services Promote safe community Stewardship of natural resources Development of cultural, social, and community values Encourage economic development

Specific Strategic Issues Addressed
Nurse Family Partnership.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Increase the number of people in all age groups who receive dental care.	Collect data to examine trends in the Seal-A-Smile program and compare to previous years. Evaluate the WIC fluoride varnish program with the change in staffing of a PHN/RDH vs LTE RDH position.	Secure a dental grant for sealants in schools. Investigate dental grants to meet the needs of diverse populations. Complete the Seal-a-Smile (SAS) program in 17 schools. Obtain MOU's with local dentists to meet the needs of children with acute dental needs. Approach service groups and private company foundations for funding opportunities through the Adopt-a-Smile program. Create a dental screening program for pregnant women who attend the WIC clinic.	12/31/2017
Meet public health emergency needs of Sauk County residents in the event of an outbreak or disaster.	All newly hired Public health employees will be trained to the ICS level outlined in the PH policy and procedure. Have preparedness coordinator attend local LEM meetings. Coordinate with EM to put out at least press releases regarding a local PH emergency.	Communicate information to the public, activate preparedness plans, educate through different communication methods, collaborate with partners to meet the needs of the public. Create a best practice procedure on the logistics of working with the schools similar to the SAS program. Adequately train staff to respond in an emergency. Complete table top and drills. Meet identified capability gaps. Work with community partners to create resiliency through out the county in response to natural disasters. Train first responders in mental health issues that were identified in the Building Resiliency Against Climate Effects (BRACE) program . Develop methods to educate the public on where to find information in a disaster.	12/31/2016
Assure the number of individuals in Sauk County are receiving the recommended immunization benchmarks.	Review Wisconsin Immunization registry to determine status of influenza vaccine rate from 30-37% for 19-64 years old. Review WIR data for HPV and infant vaccination rates.	Provide resources, education and expertise to community partners to ensure the citizens of the county are meeting immunization benchmarks developed by the Centers for Disease Control (CDC) and the State Department of Health. The immunization coalition in Sauk County will work to increase the 19-64 years old. influenza vaccination rate from 30 to 37%, and participate in the South Central immunization coalition initiatives to increase HPV vaccination rates in Sauk County. We will meet WI state immunization program objectives for 2017.	6/30/2017

Public Health

Promote health and prevent communicable disease.	Evaluate meeting attendance at legislative breakfasts, and Day at the Capital. Resolution passed by the county board.	Support legislative efforts to acquire funding for communicable disease outbreaks through attendance at legislative breakfasts and Day at the Capital and creation of a resolution by the BOH in support of these efforts. .	12/31/2016
Become a nationally accredited health department.	Complete action and submit to PHAB by March 2017	Complete action plan submitted to the Public Health Accreditation Board.	3/15/2017
Improve the birth outcomes of infants born to young mothers, decrease recidivism in the jail, improve parental involvement in care of infants, decrease demand on social services programs.	Evaluate programs numbers Assess data from other programs such as drug court and out patient mental health services and look for connections and gaps in programming between departments.	Evaluate trends in the PNCC and NFP program numbers, Standardize evidenced based parenting programs used by PNCC and CPS, coordinate with the CJCC drug court and human services programs.	12/31/2016
Develop a Community Health Improvement Plan with local community hospitals to meet state and federal requirements.	An annual report will be written outlining program progress.	The plan will address the top three priorities outlined in the 2015 Community Health Needs Assessment.	12/31/2017
Improve the Mental Health status of Sauk County residents	Individuals participating in the Medical Assistance Treatment program. Continues to track Narcan administration by Sauk County Law Enforcement and EMS. Assess the trend in Sauk County suicides.	Participate in Sauk County Community Activated Recovery Enhancement group. Participate in the task force that is creating dementia friendly communities. Participate in suicide prevention coalitions. Expand NFP program. Coordinate with the schools and hospitals to provide Questions, Persuade, Refer (QPR) suicide prevention training for groups throughout the county. Follow BRACE initiatives to provide mental health assistance during an emergency. Promote the Dementia Friendly Community initiative. Participate on CJCC and associate subcommittees-Adult Justice Systems and System Mapping.	12/31/2017

Public Health

Program Evaluation						
Program Title	**Program Description**	**Mandates and References**	**2017 Budget**		**FTE's**	**Key Outcome Indicator(s)**
Employee Health	A public health nurse reviews the immunization record of any health care worker hired by the county (except the health care center) and provides immunizations as needed. Influenza immunizations are offered by the contracted health insurance company. Tuberculosis (TB) testing is also completed upon hire of all county health care workers. Annual review of symptoms are completed per the new TB policy. A PHN reviews the questionnaire for the human services employees who are required to have the testing.	OSHA Bloodborne Pathogens standard (29 CFR 1910.1030	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** $0 $0 **$0** **$0**	-	Influenza vaccines were provided by the contracted health insurance agency. A Public Health Nurse reviewed the counties blood borne pathogens policy for the safety risk officer.
Communicable Disease / STI / HIV	The health officer is statutorily required to investigate communicable disease and report to the state Department of Health. Sexually transmitted disease is reportable and partner investigation and follow up is mandatory. The department does provide confidential HIV testing. The individuals are referred to Dane County for HIV follow-up.	145.17 & 252.11	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** $152,365 $7,138 **$159,503** **$159,503**	1.65	395 communicable diseases were reported in 2015. Of the 395, 172 were sexually transmitted diseases. The overall trend in communicable diseases has increased. The largest increase is in sexually transmitted infections. The largest communicable disease non-STI are in enteric diseases, cryptosporidium, and campylobacteriosis. Vector borne diseases remained stable over the past 2 years.
TB Skin Tests	Infectious tuberculosis (TB) and suspect TB are subject to reporting. Screenings for potential cases are provided if an active case is discovered. Latent TB is investigated and individuals are provided drugs through the state TB program and followed for side effects by local health departments.	252.07	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$5,000 $0 **$5,000** $32,020 $3,192 **$35,212** **$30,212**	0.38	39 TB skin tests were provided to the general public in 2015
Consultation	Information on public health programs is provided to the public through various outlets such as web site, Facebook, press releases, public service announcements, community groups, parish nurses, and medical providers. Educational materials were developed and provided in the public health waiting room and the Aging and Disability Resource Center (ADRC). The communicable disease nurse consults with the health care center, infection control practitioners in the hospitals and Ho Chunk health department. The immunization nurse consults with school and clinic nurses. PNCC nurses consult with school nurses and clinic nurses etc. The Community Connections program was initiated with the jail in 2015.	140	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** $107,095 $3,475 **$110,570** **$110,570**	1.17	Facebook is updated 5 days per week. The intake nurse provides resources to all clients who request a voucher. Phone calls are routed to the intake nurse to answer questions and assist individuals with resources. 9 referrals were made through the Community Connections program.

Public Health

Immunization	A goal of the Affordable Care Act (ACA) was for individuals to have a medical home and receive health care from a medical home rather than from several places. Insurance companies that are part of the ACA starting in 2014 are required to provide immunizations at no cost and no deductible. The role of public health is becoming more of an assurance that individuals receive immunizations. An immunization coalition was started to identify best practice and to share through out the county with all health care providers. Data for the whole county is being evaluated and is being used to develop imitative to increase immunization rates in Sauk County. Currently the influenza immunization rate for 19-64 year olds is 30%. the goal is to increase this rate to 37% in one year.	144 & 145	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$22,159 $300 **$22,459** $122,757 $16,992 **$139,749** **$117,290**	1.52	The trend in 2015 continued with a decrease in immunizations provided.
Adult Case Management	Public health nurses make evaluation visits with human services workers to assess unsafe conditions, neglect and abuse. The nurses assist the individual in accessing medical care and provide education and resources to adults and families in need. Vouchers are written for individuals who are uninsured.	140	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** $27,473 $2,325 **$29,798** **$29,798**	0.29	6 request for home visits were made by the adult protective services social worker in 2015.
Prenatal Child Care / Nurse Family Partnership	The Prenatal Care Coordination (PNCC) Program is a service available at no cost to pregnant women who are eligible for Medical Assistance, Healthy Start or any pregnant teen. Services provided include: identification of needs and services, assistance with finding a physician, nutritional counseling and Women Infants & Children referrals, social support throughout pregnancy, breastfeeding advice, and education about care of newborns. High risk cases are referred to human services. Visits are made to the jail to help coordinate prenatal care for the inmates who are considered high risk. Sauk County Nurse Family Partnership (NFP) is continuing to expand this evidence based nurse home visiting program. NFP is a voluntary prevention program, that provides services to low-income, first time mothers. Outreach continues to increase the number of client referrals. A new 10 year grant has been secured through the Department of Children and Families to expand the program to 70 children and families residing in Sauk County in fiscal year 2016-2017.		User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$383,703 $0 **$383,703** $289,900 $93,028 **$382,928** **($775)**	3.44	The prenatal care program admitted 21 women to the program in 2015. The goal is to admit 70 women/infants to the to Sauk County Nurse Family Partnership Program in 2016-2017.
School Nursing	The public health nurses work closely with the school nurses in providing services in the school. This includes dental services, coordination of school vaccination clinics, surveillance activities for potential disease out breaks, and reports of possible medical needs of children.		User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** $1,807 $302 **$2,109** **$2,109**	0.02	One public health nurse has been designated to attend monthly school nurse meetings. The presence of a public health nurse allows for questions regarding communicable disease, immunizations and education surrounding programs available to students. The SAS program works with the school nurses to assist with coordination of sealants and to find follow up for children with dental needs.

Public Health

Keeping Kids Alive Initiative	The Keeping Kids Alive Initiative is a program that brings professionals together from across the county to create policies and procedures related to injuries and death to keep children and families healthy and safe. the CDR team consists of: local law enforcement, the Sauk County Health Department, child protective services, pediatricians, coroners, community mental health agencies, the district attorney/prosecutor, emergency medical services, a prevention specialist, Ho Chunk pediatricians, registered nurses, probate/parole and any ad hoc individuals vital to the case.	255 & 253	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** $24,717 $1,483 **$26,200** **$26,200**	0.28	4 Child Death Review meetings were held in 2015 with 9 case reviews completed. Prevention recommendations from those meetings included, creating Safe Sleep Educational brochures that were distributed to midwives who work with the Amish community, working with the J1 Visa program to promote visiting student workers safety/injury prevention and the start of suicide prevention work/coalition building.
Targeted Case Management	High risk families have follow-up and case management by a nurse. Many of the children in the Maternal Child Health (MCH) program are referred through the PNCC program. Some are joint cases with high risk cases followed by Human Services. Home assessments are completed for safety. The MCH nurse completes physical, social and emotional testing on children to refer them for more intensive services if needed.	253	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$6,000 $0 **$6,000** $44,186 $4,537 **$48,723** **$42,723**	0.51	The trend in the Targeted Case Management program continues at the same rate with 10 high risk families being admitted.
Maternal Child Health Grant	The MCH grant provides funding to the health department for education and services to vulnerable mothers and children. The focus of the grant has changed to a systems approach and includes the keeping kids alive initiative and a parenting component. The MCH nurse is charged with creating a coalition of community groups together with the University of Wisconsin Extension to provide resources and classes to identified families in need. Some of the MCH objectives in 2016 are for mental health needs. A public health nurse represents the health department on the Community Activated Recovery Enhancement (CARE) group.	253	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $33,641 **$33,641** $55,425 $6,254 **$61,679** **$28,038**	0.61	The following two objectives were met in 2015: 1).a plan for the Wisconsin Healthiest Families Initiative will be undertaken by the Sauk County Health Department in collaboration with community partners focusing on mental health. 2). a plan for the Wisconsin Healthiest Families Initiative will be undertaken by the Sauk County Health Department in collaboration with community partners focusing on safety/injury prevention.
Lead	Education is provided to parents of the effects of lead on the child's health with a high blood lead levels by a public health nurse. An environmental health assessment is conducted to collect samples to determine the sources of the lead contamination in and around a clients home. Information and resources are given for clean-up and abatement.	Chapter 254.166	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $10,455 **$10,455** $29,158 $4,813 **$33,971** **$23,516**	0.32	368 individuals were tested 7 had a level of 5-9mcg.dl while 1 required a environmental assessment for a level > 10mcg/dl.
Web site /Facebook/twitter	The Health Department is providing information on the web site and through a Facebook account in an attempt to more cost efficiently provide information.		User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** $1,605 $0 **$1,605** **$1,605**	0.02	Items are posted 5 days a week on Facebook

Public Health

Rural Safety	The Rural Safety Day Program is provided every spring for all third graders in Sauk County. The community partners include Reedsburg Hospital, St. Clare Hospital, the Sheriff's department, Baraboo Fire and Ambulance, Humane Society, Emergency Management, UW extension, Public Health. The program is funded through donations. The Health Educator is now managing this program.		User Fees / Misc.	$0	0.03	803 third Grade Children participated in Rural Safety Days camp. An evaluation of the camp is sent yearly after the event to the participating teachers. This evaluation guides the program with topic changes.
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$2,509		
			Operating Expenses	$0		
			TOTAL EXPENSES	**$2,509**		
			COUNTY LEVY	**$2,509**		
Medical Assistant Match Grant	There are two goals in the Medical Assistance (MA) Match Grant. Public Health Nurses assist residents who present for intake at the health department in applying for Medical Assistance. This is usually for women who are determined to be pregnant. The public health nurse provides training and technical assistance to area health care contractors and partner agencies on access and the benefits of becoming a Community Access Point.		User Fees / Misc.	$0	0.26	Clients assisted in 2015: 68 pregnancy tests were completed and 24 presumptive eligibility assessments 9 family planning waivers and 9 presumptive eligibility for children.
			Grants	$21,158		
			TOTAL REVENUES	**$21,158**		
			Wages & Benefits	$22,330		
			Operating Expenses	$2,375		
			TOTAL EXPENSES	**$24,705**		
			COUNTY LEVY	**$3,547**		
Preparedness	Administration of a response plan for public health emergencies. (e.g. influenza pandemics, biohazard release) A health educator has been assigned the responsible for meeting the grant objectives for the state and CDC. Public Health Departments are included in the Health Care Coalitions the goal of the creating the coalitions is to improve the communication between hospitals, EMS and public health in an emergency. Grant funding was obtained tin 2015 for Building Resiliency Against Climate Events (BRACE). Activities for this grant are scheduled in 2016.		User Fees / Misc.	$0	1.05	The state held a regional table top exercise surrounding the response capabilities for Ebola.
			Grants	$51,348		
			TOTAL REVENUES	**$51,348**		
			Wages & Benefits	$83,311		
			Operating Expenses	$7,972		
			TOTAL EXPENSES	**$91,283**		
			COUNTY LEVY	**$39,935**		
Drug Testing	Drug testing is provided in collaboration with the human services alcohol and other drug abuse (AODA) and economic support divisions.		User Fees / Misc.	$0	0.11	There were 17 completed drug tests in 2015.
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$8,907		
			Operating Expenses	$100		
			TOTAL EXPENSES	**$9,007**		
			COUNTY LEVY	**$9,007**		
INTAKE / Community Care	The community care program provides services to uninsured and under insured individuals with acute medical needs. A public health nurse triages individuals to ensure that they qualify for the program. The individuals are then referred to Reedsburg and Baraboo clinics for services.		User Fees / Misc.	$2,000	0.85	192 vouchers were requested in 2015 and 136 were given in 2015.
			Grants	$0		
			Use of Carryforward Funds	$0		
			TOTAL REVENUES	**$2,000**		
			Wages & Benefits	$72,377		
			Operating Expenses	$10,650		
			TOTAL EXPENSES	**$83,027**		
			COUNTY LEVY	**$81,027**		
Fluoride	The fluoride program is provided to individuals who have private well systems or live in communities that do not fluoridate water. After the initial analysis of the fluoride content in the families' well water, oral supplementation of fluoride is provided for a minimal charge. Fluoride varnish is provided in the schools or at WIC clinics. Quality improvement projects are being conducted on these programs to increase numbers in 2015.The goal was 250 children and new initiatives will be developed in 2016 to improve this outcome.		User Fees / Misc.	$15,000	0.09	Due to low utilization of the fluoride tablet program the program was discontinued. Families can receive prescriptions for fluoride tablets from their local providers. There were 127 children in the WIC program who received fluoride varnish.
			Grants	$0		
			TOTAL REVENUES	**$15,000**		
			Wages & Benefits	$6,322		
			Operating Expenses	$4,667		
			TOTAL EXPENSES	**$10,989**		
			COUNTY LEVY	**($4,011)**		

Public Health

Dental	For the 2016-2017 school year, Sauk County Health Department will be expanding to include 4K, K and 1st grade for assessment and fluoride treatment. The number of school will not increase. Services are provided in public elementary schools based on the free/reduced lunch rates.		User Fees / Misc.	$30,000	0.46	The number of children with urgent dental needs increased in 2015-2016 to 159 with dental needs. The trend in needs remains at 20% of children screened have dental needs. An MOU has been signed with a dental clinic to have these children's urgent needs met.
			Grants	$24,355		
			TOTAL REVENUES	**$54,355**		
			Wages & Benefits	$31,233		
			Operating Expenses	$15,550		
			TOTAL EXPENSES	**$46,783**		
			COUNTY LEVY	**($7,572)**		
Tobacco	Sauk County is in a multijurisdictional coalition with Adams, Juneau, and Richland Counties. The health officer is on the executive committee for oversight of the program. The Wisconsin Wins program is part of the multijurisdictional coalition.		User Fees / Misc.	$0	0.01	The tobacco sale rate to minors in the Wisconsin WINS program was at 27% in 2015. the rate was up from 15% in 2014 and a high of 39.07% in 2013
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$1,167		
			Operating Expenses	$0		
			TOTAL EXPENSES	**$1,167**		
			COUNTY LEVY	**$1,167**		
Rabies	Rabies is a reportable communicable disease. A public health nurse provides educational information to victims of animal bites, coordinates with veterinary clinics and the Wisconsin State Lab of Hygiene for testing of specimens. Notifies Department of Health Services (DHS) and provides assurance that individuals are treated and have medical follow-up. The cost for testing specimens is Public Health's responsibility. Uninsured individuals are seen through the community care program.	252 & 254	User Fees / Misc.	$0	0.15	In 2015 there were 203 reported animal bites with possible exposure to rabies. Compared to 199 in 2014
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$14,669		
			Operating Expenses	$3,184		
			TOTAL EXPENSES	**$17,853**		
			COUNTY LEVY	**$17,853**		
Human Services Adult Protective Service PHN visits	A public health nurse provides medical assessments when requested by a long term care social worker.	140.04	User Fees / Misc.	$0	0.07	In 2015, 6 joint home visits were completed by a public health nurse.
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$6,651		
			Operating Expenses	$2,563		
			TOTAL EXPENSES	**$9,214**		
			COUNTY LEVY	**$9,214**		
Community Health Improvement Plan / Community Health Assessment (CHIP/CHA)	The Health and Wellness Coalition` consists of Reedsburg Area Medical Center, St. Clare Hospital and Sauk Prairie Health and the Sauk County Health Department completed a Community Health Needs Assessment in 2015.	250.07	User Fees / Misc.	$0	1.02	The top 3 health priorities identified were mental health, access to dental care and nutrition and physical activity.
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$86,526		
			Operating Expenses	$9,634		
			TOTAL EXPENSES	**$96,160**		
			COUNTY LEVY	**$96,160**		
Totals			**TOTAL REVENUES**	**$605,119**	14.31	
			TOTAL EXPENSES	**$1,424,743**		
			COUNTY LEVY	**$819,624**		

Public Health

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Communicable Disease Follow Up	395	400	350
Medical Vouchers Written	136	125	125
Dental Vouchers Written	9	24	24
Immunizations Provided	1,239	500	600
WIC Fluoride Varnish applications	127	150	200
Tobacco Compliance Checks Made to Establishments	63	60	60
Number of Public Health Emergency Preparedness Exercises, Trainings and Community Meetings	4	5	5
At Least Quarterly Frequency of Updates to web site	18	24	24
Number of oral screenings in the Seal-a-Smile program	725	900	1,000
Enrolled in Sauk County Nurse Family Partnership Program	28	50	70
Number of children who received dental sealants through Seal-a-Smile	501	600	650

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Immunization Program Goal: 74% of Children served by the Health Department Immunization Program.	By December 31, 2016, 66% children residing in Sauk County Health jurisdiction who turn 24 months of age during the contract year will complete 4 DTaP, 3 Polio, 1 MMR, 3 Hib, 3 Hepatitis B, 1 Varicella and 4 Pneumococcal Conjugate (PCV) vaccination by their second birthday.	72%	66%	59%
Tobacco: % of Tobacco Compliance Checks that do not sell to minors	In 2015, 63 Sauk County tobacco retailers were investigated for tobacco sales to minors. These investigations were completed under the guidelines of the Wisconsin Wins Tobacco Retailer Compliance Program established through the WI DHS Tobacco Prevention and Control Program. The TPCP provides training, media, community outreach, and education to Wisconsin retailers.	73%	85%	85%
Rural Safety Days Participation % is: 99%	99% of schools third grand students will participate.	98%	99%	99%
The Department will update the social media sites 5 days per week.	The health educator updates the social media site 5 days per week.	100%	100%	100%
Sauk County Nurse Family Partnership Goals:				
SCNFP Moms will initiate breast feeding at birth	75% of NFP Mothers (53)will initiate breast feeding at birth.	NA	65%	75%
SCNFP Referrals to Enrollment Percentage will increase	45% of all NFP referrals will be admitted	NA	40%	45%
Infants will be up to date on immunizations at 6 months	90% of the infants in the program will receive the following immunizations by 6 month of age: 3 Hepatitis B, 3 DTap, 3 PCV, 3 Hib, 3 RV, and 1 Influenza.	NA	85%	90%
SCNFP Moms will decrease smoking during pregnancy	Seven NFP Mothers (10%) will decrease smoking during pregnancy.	NA	5%	10%
Dental Health Program Goal: 75% of all second graders will have an oral screening	All 2nd graders in eligible schools will be eligible for screening. 75% will be screened.	95%	92%	95%

PUBLIC HEALTH

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	730,193	632,311	799,005	816,070	816,070	819,624	3,554	0.44%
Grants & Aids	178,593	202,948	201,361	420,515	409,205	549,619	140,414	34.31%
User Fees	75,537	79,424	57,456	44,500	44,500	53,500	9,000	20.22%
Intergovernmental	12,481	17,943	89,910	19,000	80,281	2,000	(78,281)	-97.51%
Donations	4,000	12,000	5,889	1,500	0	0	0	0.00%
Use of Fund Balance	0	0	0	0	44,640	0	(44,640)	-100.00%
Total Revenues	1,000,804	944,626	1,153,621	1,301,585	1,394,696	1,424,743	30,047	2.15%
Expenses								
Labor	545,767	616,082	727,749	760,301	814,066	909,036	94,970	11.67%
Labor Benefits	177,449	212,747	236,710	258,825	281,520	315,472	33,952	12.06%
Supplies & Services	228,452	109,902	130,270	228,137	274,110	200,235	(73,875)	-26.95%
Capital Outlay	0	0	0	23,500	25,000	0	(25,000)	-100.00%
Addition to Fund Balance	49,136	5,895	58,891	30,822	0	0	0	0.00%
Total Expenses	1,000,804	944,626	1,153,621	1,301,585	1,394,696	1,424,743	30,047	2.15%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

SAUK COUNTY, WISCONSIN
2017 BUDGET
HIGHLIGHTS

Department: Public Health (PH)

Changes and Highlights to the Department's Budget:

1. The Health Department Deputy Director wrote for a new grant through the Department of Children and Families to continue to expand the Nurse Family Partnership (NFP) program. This expansion funding will begin October 1, 2016. The grant will allow for the hire of another nurse home visitor who will add 20 new families to the Nurse Family Partnership program. The grant will provide funding for 10 years with an annual renewal process.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	Change 4	2017 Budget Request
Description of Change			**NFP/ PH RN**				
Tax Levy	816,070	3,554					819,624
Use of Fund Balance or Carryforward Funds	44,640	(44,640)					-
All Other Revenues	533,986	(31,215)	102,348				605,119
Total Funding	1,394,696	(72,301)	102,348				1,424,743
Labor Costs	1,095,586	36,886	92,037				1,224,509
Supplies & Services	275,610	(85,687)	10,311				200,234
Capital Outlay	23,500	(23,500)					-
Total Expenses	1,394,696	(72,301)	102,348				1,424,743

Issues on the Horizon for the Department:

The NFP program continues to grow, serving more young mothers and families. Sauk's birth rate is approximately 788 births per year. With the September 2016 additional NFP nurse hire, 70 total families will be served in fiscal year 2017. The 2016 home visitation grant request was for 2 NFP nurses; however with the grant longevity and overwhelming demand, grant allocations were lowered. Potentially, in the next grant cycle another nurse position request will be made to meet the growing needs of the county.

Sauk County Veterans Service Office

Department Vision - Where the department would ideally like to be
Sauk County Veterans will be treated with exceptional service by a staff of highly trained and knowledgeable advocates.

Department Mission - Major reasons for the department's existence and purpose in County government
In recognition of the special sacrifices that veterans and their families have made, the Sauk County Veterans Service Office is dedicated to providing the highest quality service to Sauk County veterans and their family members by utilizing all available resources including federal, state, county and civic. We strive to keep veterans and their family members informed of all pertinent information through the use of all available technologies and actively work for the protection of veterans benefits.

Elements of Countywide Mission Fulfilled
Promote safe community
Encourage economic development
Development of cultural, social, and community values

Specific Strategic Issues Addressed
Placemaking.
Employee wellness.
Continuum of care; assisted living.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Develop a plan to identify Sauk County businesses that support veterans through hiring preferences and discounts. Then and serve as a conduit to provide information and employment assistance to veterans.	Working with the businesses that we identify, track new the number of veterans we refer and veteran hires during the year.	When a veteran comes to us seeking assistance with finding work, we will have a list of area employers that have indicated to us they prefer to hire veterans. To inform veterans of area business's that appreciate their service and sacrifice.	12/31/2017
Develop and implement a system to reach out to disabled veterans whom have not initiated contact with the County Veterans Service Office since the beginning of 2010 to inform them of benefit changes and eligibility requirements. Such changes may include increases in disability rating or new conditions, and new ancillary benefits.	Track the results of the veterans we have appointments with.	Utilizing the Veteran Information Management System (VIMS) and VetraSpec, and hard copy files, the Veterans Service Office staff will identify the disabled veterans that have not been in contact with the Veterans Service Office since the beginning of 2010. We will mail letters to those veterans inviting them to contact the Veterans Service Office for a complete benefits review.	Ongoing
Develop a program to increase public awareness of the Sauk County Veterans Office through press releases, public service announcements, and use of social media.	Develop a survey and track how veterans became aware of this office and the services we provide.	Contact newspapers and other traditional media outlets and set up regular time and space for articles and announcements. Establish a relationship with a social media consultant to assist with the most effective use of that tool of communication.	7/31/2017

Sauk County Veterans Service Office

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Veterans Service	Provide information, education and individual benefits counseling to veterans and their families. When appropriate, assist them in making application for State & Federal Benefits: education, compensation, health care, pension and burial. Produce a newsletter to keep veterans informed of new and changing benefits, attend events and meetings as appropriate to promote the Veterans Service Office and veteran benefits.	Wisconsin Statute 45.80, 45.82	Use of Carryforward	$0	4.00	25% of the Disabled Veterans Contacted by the Veterans Service Office Staff Will Complete a Full Benefits Review. 50 veterans will be referred for employment and services
			Grants	$11,500		
			TOTAL REVENUES	**$11,500**		
			Wages & Benefits	$269,207		
			Operating Expenses	$30,587		
			TOTAL EXPENSES	**$299,794**		
			COUNTY LEVY	**$288,294**		
Commission	Assist veterans in making application for relief funds. Act as the intermediary between the veterans and the commissioners to expedite the application process. If an application is approved, provide vouchers to the veteran or payment to the vendor.	Wisconsin Statute 45.86	Grants	$0	-	25% of the Veterans That Received Financial Assistance Through the Veterans Relief Fund (VRF) and Basic Money Management Counseling Will Not Seek Additional VRF Through the End of 2015.
			Use of Carryforward	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$646		
			Operating Expenses	$5,328		
			TOTAL EXPENSES	**$5,974**		
			COUNTY LEVY	**$5,974**		
Care of Graves	Purchase perpetual care and disperse flag holders for veteran graves.	Wisconsin Statute 45.85	User Fees / Misc	$0	-	
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$0		
			Operating Expenses	$10,000		
			TOTAL EXPENSES	**$10,000**		
			COUNTY LEVY	**$10,000**		
Totals			**TOTAL REVENUES**	**$11,500**	4.00	
			TOTAL EXPENSES	**$315,768**		
			COUNTY LEVY	**$304,268**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimated	2017 Budget
Number of Federal Applications for Veterans Benefits Processed	2,940	2,850	2,900
Number of State Applications for Veterans Benefits Processed	109	150	150
Number of Veteran Trips ADRC Transported	320	205	250
Number of Veteran Contacts	19,330	20,500	21,000

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimated	2017 Budget
Goal 1: Identify business's that are veteran friendly and encourage others to join them.	By putting our veterans in contact with business's that appreciate their service and sacrifice, the veterans will gain employment and value on services	N/A	N/A	50
Goal 2: 25% of the Disabled Veterans Contacted by the Veterans Service Office Staff Will Complete a Full Benefits Review.	Veterans are being sufficiently compensated for their disabilities and are aware of and using the ancillary benefits	N/A	25%	25
Goal 3: Increased awareness of the office as well as the services that we provide. Through tracking views on social media, we will know the info is being viewed .	Better quality of life for our veterans and their dependents through increased knowledge about and use of their benefits.	N/A	70%	70

VETERANS SERVICE

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	201,708	208,510	296,193	297,769	297,769	304,269	6,500	2.18%
Grants & Aids	11,500	11,500	11,500	11,500	0	11,500	11,500	0.00%
Use of Fund Balance	225	5,871	0	0	4,920	0	(4,920)	-100.00%
Total Revenues	213,433	225,881	307,693	309,269	302,689	315,769	13,080	4.32%
Expenses								
Labor	127,303	134,672	184,164	190,962	190,962	203,484	12,522	6.56%
Labor Benefits	45,298	57,798	62,120	63,399	63,399	66,370	2,971	4.69%
Supplies & Services	40,832	33,411	43,172	48,880	48,328	45,915	(2,413)	-4.99%
Addition to Fund Balance	0	0	18,237	6,028	0	0	0	0.00%
Total Expenses	213,433	225,881	307,693	309,269	302,689	315,769	13,080	4.32%

Beginning of Year Fund Balance	Included in General Fund Total
End of Year Fund Balance	

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

* The highlight has been the successful integration of the additional staff person into the office. We very quickly adjusted and the benefit continues to grow. More veterans are being served in a much more timely manner. Additionally we are seeing many more veterans during non-traditional hours.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	297,769	6,500				304,269
Use of Fund Balance or Carryforward Funds	4,920	(4,920)				0
All Other Revenues	0	11,500				11,500
Total Funding	302,689	13,080	0	0	0	315,769
Labor Costs	254,361	15,492				269,853
Supplies & Services	48,328	(2,412)				45,916
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	302,689	13,080	0	0	0	315,769

Issues on the Horizon for the Department:

Providing required increases in services to veterans and their families while maintaining (3) Veteran Benefit Specialist and (1) Veterans Service Officer positions.

* Adjusting to the additional time and effort that will come from the new initiatives for increasing awareness of this office.
* Changes, such as the national work queue (NWQ) at Federal Department of Veterans Affairs is significantly consuming the department case management time and resources. This we expect to continue to get worse before it gets better..
* Maintaining the desired level of service while dealing with an increasingly complex case load. The federal VA is in a period of major transition, the impact on this office is difficult to predict and quantify, while it will not affect funding, it is likely to result in an increased workload for staff and strain our ability to maintain our current level of service. The administrative challenges ahead for VA in coordinating a vast expansion of private sector care, monitoring outside care quality and integrating those medical records back into VA health care will be profound, this mess for many of our vets, will inevitably continue to land in this office for assistance.

Women, Infants & Children

Department Vision - Where the department would ideally like to be

The Sauk County Health Department will be an independent, nationally accredited health department.

Department Mission - Major reasons for the department's existence and purpose in County government

The Sauk County Health Department protects Sauk County residents and visitors by taking action to promote health and safety and prevent illness, injury and disease.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services
Promote safe community
Encourage economic development
Stewardship of natural resources
Development of cultural, social, and community values

Specific Strategic Issues Addressed

Nurse family partnership.
Employee wellness.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Improve nutritional status of all Sauk County residents	Sauk County will have an active Nutrition and Physical Activity Coalition that collaborates and expands on nutrition and physical activity resources to improve the health of Sauk County residents. The WIC program continues to participate in the Fit Families Grant.	Have an active nutrition and physical Activity Coalition for Sauk County (newly formed Coalition - specific objectives to be established by February 2017) The Coalition will focus on increased activity and eating more fruits and vegetables by decreasing the obesity rate. As a result the obesity rate should decrease. Continue with the Fit Family Grant for 2016-2017.	12/31/2017
Continue to provide medical nutrition therapy to high risk pregnant women	The number of education contacts increases as the PNCC caseload increases.	A registered dietician will provide medical nutrition therapy to individuals enrolled in the Prenatal Child Coordination (PNCC) program.	12/31/2017
Improve breastfeeding duration rates of Women, Infants & Children (WIC) mothers	The breastfeeding duration rates would increase from 2016 WIC reports.	The peer counselors will provide support to breast feeding mothers and will work with Sauk County Employers to improve breastfeeding support in the work place.	12/31/2017
Improve the redemption rates of Farmers Market checks for WIC participants	The redemption rates for Farmers Market checks would increase from 2016 from WIC reports.	The Sauk County WIC program will offer cooking demonstrations at the Sauk County Farmers Market's and increase advertisement of the area Farmers Markets.	12/31/2017
Improve rate of women enrolled in WIC during the 1st trimester of Pregnancy	The percentage of women enrolled in 1st trimester will increase from 2016 WIC reports.	The Sauk County WIC staff will work with community organizations and Sauk County medical providers to encourage women to enroll in the 1st trimester.	12/31/2017

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Women, Infants & Children Grant	Provides nutritious food and nutrition counseling to help keep pregnant, postpartum, and breast feeding women, infants and children under five years of age healthy and strong. The WIC program provides checks to WIC families to shop at the local Farmers Market to improve the health of Sauk County residents.	253	User Fees / Misc	$12,580	4.19	Case load was 1194 women, infants and children in 2015
			Grants	$296,983		
			Use of Carryforward	$47,505		
			TOTAL REVENUES	**$357,068**		
			Wages & Benefits	$322,898		
			Operating Expenses	$32,898		
			TOTAL EXPENSES	**$355,796**		
			COUNTY LEVY	**($1,272)**		
Peer Counseling	The Sauk County WIC Program continues to receive grant funding for Breastfeeding Peer Counselors. The program has 2 peer counselors who provide breastfeeding support through home visits, telephone contacts, and visits at clinic, along with bilingual peer counseling for the non-English speaking population.		User Fees / Misc	$0	0.16	Sauk County's breastfeeding rate was 84.1% for 2015 the state average was 72.5%
			Grants	$12,404		
			TOTAL REVENUES	**$12,404**		
			Wages & Benefits	$10,164		
			Operating Expenses	$2,192		
			TOTAL EXPENSES	**$12,356**		
			COUNTY LEVY	**($48)**		

Women, Infants & Children

CYSHCN (Children & Youth with Special Health Care Needs)	The focus of the grant is to implement strategies to collaborate with WIC partners to improve identification, treatment, and care coordination for nutrition related concerns of infants and children with birth defects or other special health care needs. In addition the WIC director will mentor other nutritional professionals to help develop expertise with providing nutrition services to CHYSHCN.	140.04 a.b.	User Fees / Misc	$0	0.01	In 2015. mentoring and education was provided to other nutrition professionals per the grant requirements.
			Grants	$1,700		
			TOTAL REVENUES	**$1,700**		
			Wages & Benefits	$1,003		
			Operating Expenses	$694		
			TOTAL EXPENSES	**$1,697**		
			COUNTY LEVY	**($3)**		
Lead	Sauk County WIC Program draws blood leads for Public and Environmental Health programs to complete follow-up on high lead values. Medicaid HMO's are billed for these services.		User Fees / Misc	$20,000	0.40	There were 371 lead tests completed in 2015. A 100% of all Sauk County WIC children are tested Reimbursement is obtained through billing MA/HMO's.
			Grants	$10,000		
			TOTAL REVENUES	**$30,000**		
			Wages & Benefits	$26,483		
			Operating Expenses	$4,914		
			TOTAL EXPENSES	**$31,397**		
			COUNTY LEVY	**$1,397**		
Prenatal Child Coordination	This program requires a registered dietician to provide Medical Nutrition Therapy to pregnant women.		User Fees / Misc	$5,000	0.04	Funds are captured through billing Medical assistance.
			Grants	$0		
			TOTAL REVENUES	**$5,000**		
			Wages & Benefits	$3,695		
			Operating Expenses	$1,292		
			TOTAL EXPENSES	**$4,987**		
			COUNTY LEVY	**($13)**		
SNAP Education Grant	Continues to receive the grant in 2016-2017 for Fit families which is a successful behavior change program for families with children ages 2 to 4 year of age, which strives on preventing childhood obesity. The WIC director will provide mentoring and technical support to other grant recipients in the state of Wisconsin		User Fees / Misc	$0	0.21	Funds are captured through the SNAP grant.
			Grants	$31,051		
			TOTAL REVENUES	**$31,051**		
			Wages & Benefits	$18,505		
			Operating Expenses	$12,484		
			TOTAL EXPENSES	**$30,989**		
			COUNTY LEVY	**($62)**		
Totals			**TOTAL REVENUES**	**$437,223**	5.02	
			TOTAL EXPENSES	**$437,223**		
			COUNTY LEVY	**$0**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
WIC Caseload of Clients	1,194	1,200	1,200
Fit Families Grant	50	50	50
Worksite Wellness Activities	2	2	2
Blood Lead Testing	371	375	375

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Percentage of estimated eligible Sauk County WIC is currently serving	The percentage of income eligible, Sauk County residents that will enroll in the WIC Program.	65.20%	68.00%	70%
Actual food dollars spent at Sauk County WIC Approved Grocery Stores	The dollar amount of WIC approved foods that will be purchased at Sauk County grocery stores by WIC participants.	$919,728	$895,196	$900,000
Breast Feeding Incidence - Indicates how many women breast feed.	The percentage of pregnant women, enrolled in WIC, that will start out breastfeeding their infant.	84.10%	86.00%	87.00%
Breast Feeding Incidence - Indicates how many women breast feed at 1 week/ 6 months.	The percentage of WIC infants that will be breastfed one (1) week after birth and the percentage of infants that will still be breastfed at 6 months.	77.1%/42.7%	81%/52%	85%/52%
Percentage of enrolled participants not participating in WIC	The percentage of WIC participants, currently enrolled in the program, that will not show up to get more food put on their account for their monthly WIC appointment.	7.00%	5.20%	5.00%

WOMEN, INFANTS & CHILDREN

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Grants & Aids	337,811	329,605	351,521	349,605	349,605	357,138	7,533	2.15%
User Fees	12,977	14,571	18,961	15,100	15,100	20,100	5,000	33.11%
Intergovernmental	0	0	444,993	12,480	17,328	12,480	(4,848)	-27.98%
Use of Fund Balance	7,798	47,538	8,324	35,025	47,505	47,505	0	0.00%
Total Revenues	358,586	391,714	823,798	412,210	429,538	437,223	7,685	1.79%
Expenses								
Labor	221,665	244,172	309,861	249,512	266,840	264,465	(2,375)	-0.89%
Labor Benefits	75,461	98,052	117,384	114,307	114,307	118,284	3,977	3.48%
Supplies & Services	61,460	49,490	396,553	48,391	48,391	54,474	6,083	12.57%
Addition to Fund Balance	0	0	0	0	0	0	0	0.00%
Total Expenses	358,586	391,714	823,798	412,210	429,538	437,223	7,685	1.79%

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Department: WIC - Women Infant & Children

Changes and Highlights to the Department's Budget:

1. Additional SNAP FIT Families grant dollars were allocated to Sauk County to provide technical assistance and mentoring to other SNAP grant recipients.
2. A Nutrition and Physical Activity Coalition was created to help address the issue of obesity in Sauk County.

	2016 Revised Budget	Cost to Continue Operations in 2016	Change 1	Change 2	Change 3	Change 4	2017 Budget Request
Description of Change			**WIC SNAP Grant (Fit Families)**				
Tax Levy	0	0					0
Carryforward Funds	47,505	0					47,505
All Other Revenues	382,033	(5,659)	13,344				389,718
Total Funding	429,538	(5,659)	13,344			0	437,223
Labor Costs	381,147	(11,741)	13,344				382,750
Supplies & Services	48,391	6,082					54,473
Capital Outlay	0	0					0
Transfers to Other Funds	0	0					0
Addition to Fund Balance	0	0					0
Total Expenses	429,538	(5,659)	13,344			0	437,223

Issues on the Horizon for the Department:

1. In the summer of 2017, activities will take place at local farmers markets to help increase the consumption of fresh produce of Sauk County residents to improve the nutritional status of Sauk residents.
2. Sauk County will continue to have an active Nutrition and Physical Activity Coalition to improve the health of Sauk County residents. The Coalition will focus on increased activity and eating more fruits and vegetables to decrease the obesity rate.
3. Breastfeeding information and technical assistance will be provided to Sauk County employers to help support working breastfeeding mothers in the workplace.

PUBLIC WORKS FUNCTIONAL GROUP
2017 Budget

MISSION STATEMENT

The continued enhancement of services and resources for efficient county public works operations.

VISION STATEMENT

To promote interdepartmental and intergovernmental cooperation to provide safe, efficient and quality customer service.

ELEMENT(S) OF COUNTYWIDE MISSION FULFILLED

Promote Safe Community
Encourages Economic Development

GOALS	OBJECTIVES
Continued improvement and development of employee and public safety.	Continue to educate employees on policy/procedure changes and train crews on various safety, maintenance and construction techniques.
Continue to share resources to improve operations.	Continue correspondence with other governments at the State, County, and local levels to ensure needs are met and compliance with policies, procedures, and mandates is maintained.
Continue to share knowledge and expertise to enhance operations.	Improve Department efficiency by combining more efficient maintenance techniques and equipment with new material products to reduce the need for costly and redundant maintenance procedures.

Highway

Department Vision - Where the department would ideally like to be
The Highway Department is committed to maintaining the current level of service it provides to the general public while reducing costs through improved efficiency and operating procedures.

Department Mission - Major reasons for the department's existence and purpose in County government
We are a department entrusted with the development, maintenance, and safe operation of Sauk County's transportation system. We strive to satisfy the diverse mobility needs of all citizens while retaining a responsible concern for public safety and the environment.

Elements of Countywide Mission Fulfilled
Promote safe community
Encourage economic development

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Reduce equipment repair time and cost. Eliminate frequent and redundant repairs or extending the longevity of repairs that are made.	Thorough daily routine maintenance checks on equipment reduce repair time and costs therefore our production on projects will be maximized and increase productivity.	Improve Department efficiency by combining more efficient maintenance techniques and equipment with new material products to reduce the need for costly and redundant maintenance procedures.	12/31/2017
Improve safety with a well maintained fleet of operational equipment.	Thorough daily routine maintenance checks and knowledge of equipment reduces unexpected safety injury therefore reduces safety costs.	Continue to update the Department's equipment fleet with new, reliable, safe, and efficient units.	12/31/2017
Reduce employee injuries/accidents as well as general public liability claims and improve work quality and efficiency through knowledgeable work crews.	Employee injuries/accidents should be reduced/minimized if we improve our knowledge on the jobsite with equipment/surroundings.	Continue to educate employees on policy/procedure changes and train crews on various safety, maintenance, and construction techniques through workshops and seminars.	5/31/2017
Maintain continuity of information sharing between government agencies, authorities, and the general public to reduce confusion and inefficiency.	Collaboration and communication with other departments grows us as a department in obtaining information.	Continue correspondence with other governments at the state, county, and local levels to ensure needs are met and compliance with policies, procedures, and mandates is maintained.	12/31/2017
Consider all roads/bridges on the CTH system for future needs to ensure that no single element falls below an acceptable level of safety.	Highway department works within their yearly highway improvement plan and works with townships to make sure all necessary improvements are made.	Monitor and accurately determine future needs of the CTH system to adequately project budget values to cover needed costs.	8/31/2017
Maintain effective procedures used for winter maintenance operations to ensure the Department is current with statewide accepted levels of service.	Our level of service is proven with the maintenance we provide to the highways. New procedures, equipment and material are used each year.	Improve service of winter maintenance operations by incorporating new materials, equipment, and procedures to improve efficiency, response time, and general safety.	10/1/2017
Incorporate new technologies and alternative fuels into Department operations.	Improved fuel mileage improves longevity/efficiency of equipment.	Monitor advancements in alternative fuel vehicles and other technologies which could improve Department efficiency.	12/31/2017
Improve signing and public information for businesses located on CTH BD and USH 12.	Continued growth and keeping businesses in Sauk County.	Continue to work with businesses on signing issues and future needs for improving business in areas affected by the USH 12 Bypass.	12/31/2017
Address ever changing needs of the Department and employees and act upon them to maintain Department efficiency, safety, and employee morale.	Employee turnover rate would decrease and employees would want to continue their employment in Sauk County.	Review and update current procedures and administer improvements where needed to increase Department efficiency, moral, and safety.	12/31/2017

Highway

Program Evaluation						
Program Title	**Program Description**	**Mandates and References**	**2017 Budget**		**FTE's**	**Key Outcome Indicator(s)**
General Public Liability	Liability Insurance.	83.015(2)	Intergovernmental	$10,340	0.01	
			Grants	$0		
			TOTAL REVENUES	**$10,340**		
			Wages & Benefits	$956		
			Operating Expenses	$30,075		
			TOTAL EXPENSES	**$31,031**		
			COUNTY LEVY	**$20,691**		
Bridge Aids	Reimbursement to local townships and villages for half of their costs associated with construction, repair, or replacement of eligible bridges and culverts.	82.08	User Fees / Misc	$0	0.03	
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$1,912		
			Operating Expenses	$79,833		
			TOTAL EXPENSES	**$81,745**		
			COUNTY LEVY	**$81,745**		
Radio	Mobile communication equipment repair and replacement.		Intergovernmental	$4,015	0.01	
			Grants	$0		
			TOTAL REVENUES	**$4,015**		
			Wages & Benefits	$956		
			Operating Expenses	$2,575		
			TOTAL EXPENSES	**$3,531**		
			COUNTY LEVY	**($484)**		
County Highway(CTH) Maintenance	General maintenance of all County highways including patching, seal coating, brush cutting, mowing, litter cleanup, and road painting.	83-83.06	User Fees / Misc	$20,319	21.08	'Total centerline miles of roadway rehabilitation and maintenance completed. Fleet efficiency: Net equip revenues/operating costs
			Grants	$505,825		
			TOTAL REVENUES	**$526,144**		
			Wages & Benefits	$1,442,115		
			Operating Expenses	$761,758		
			TOTAL EXPENSES	**$2,203,873**		
			COUNTY LEVY	**$1,677,729**		
CTH Snow	Maintenance activities to ensure safe winter driving conditions including plowing, sanding, salting, and drift control.	83-83.06	Intergovernmental	$0	7.11	Total lane miles of roadway maintained during winter maintenance operations.
			Grants	$281,473		
			TOTAL REVENUES	**$281,473**		
			Wages & Benefits	$478,965		
			Operating Expenses	$739,721		
			TOTAL EXPENSES	**$1,218,686**		
			COUNTY LEVY	**$937,213**		
CTH Construction	County highway rehabilitation and reconstruction projects.	83-83.035	Intergovernmental	$0	4.34	'Total centerline miles of roadway rehabilitation and maintenance completed. Fleet efficiency: Net equip revenues/operating costs.
			Grants	$645,590		
			TOTAL REVENUES	**$645,590**		
			Wages & Benefits	$298,761		
			Operating Expenses	$1,646,181		
			TOTAL EXPENSES	**$1,944,942**		
			COUNTY LEVY	**$1,299,352**		
CTH Bridge	County bridge rehabilitation and reconstruction projects.	83-83.065	User Fees / Misc	$0	0.61	
			Grants	$48,242		
			TOTAL REVENUES	**$48,242**		
			Wages & Benefits	$42,031		
			Operating Expenses	$117,525		
			TOTAL EXPENSES	**$159,556**		
			COUNTY LEVY	**$111,314**		

Highway

State Highway (STH) Maintenance	General maintenance of all State highways.	84-84.07	Intergovernmental	$2,310,601	20.45	Total lane miles of roadway maintained during winter maintenance operations. Fleet efficiency: Net equip revenues/operating costs.
			Grants	$0		
			TOTAL REVENUES	**$2,310,601**		
			Wages & Benefits	$1,422,462		
			Operating Expenses	$888,139		
			TOTAL EXPENSES	**$2,310,601**		
			COUNTY LEVY	**($0)**		
STH Construction	State highway and bridge rehabilitation and reconstruction projects and repair of damaged signs, guardrail, etc.	84-84.10	Intergovernmental	$229,940	1.89	Total lane miles of roadway maintained during winter maintenance operations. Fleet efficiency: Net equip revenues/operating costs.
			Grants	$0		
			TOTAL REVENUES	**$229,940**		
			Wages & Benefits	$131,111		
			Operating Expenses	$98,829		
			TOTAL EXPENSES	**$229,940**		
			COUNTY LEVY	**$0**		
STH Other	State share of facility depreciation and maintenance costs to be reimbursed in subsequent years.	84-84.07	Intergovernmental	$97,953	0.15	
			Grants	$0		
			TOTAL REVENUES	**$97,953**		
			Wages & Benefits	$10,508		
			Operating Expenses	$87,445		
			TOTAL EXPENSES	**$97,953**		
			COUNTY LEVY	**($0)**		
Local Government	Local road maintenance and reconstruction projects as requested by local municipalities.		Intergovernmental	$1,060,125	5.60	Total lane miles of roadway maintained during winter maintenance operations. Fleet efficiency: Net equip revenues/operating costs.
			Grants	$0		
			TOTAL REVENUES	**$1,060,125**		
			Wages & Benefits	$385,425		
			Operating Expenses	$674,700		
			TOTAL EXPENSES	**$1,060,125**		
			COUNTY LEVY	**$0**		
County Department	Services provided to other Sauk County Departments.		Intergovernmental	$94,563	0.61	
			Grants	$0		
			TOTAL REVENUES	**$94,563**		
			Wages & Benefits	$42,031		
			Operating Expenses	$52,532		
			TOTAL EXPENSES	**$94,563**		
			COUNTY LEVY	**$0**		
Non-Government	Services/materials provided to non-government customers.		User Fees / Misc	$120,554	0.61	
			Grants	$0		
			TOTAL REVENUES	**$120,554**		
			Wages & Benefits	$42,031		
			Operating Expenses	$78,523		
			TOTAL EXPENSES	**$120,554**		
			COUNTY LEVY	**$0**		
Outlay	2 Tandem Trucks	$270,000	User Fees / Misc	$0	-	
	2 Snow Plows	$15,000	Use of Fund Balance	$700,000		
	2 Snow Wings	$12,000	**TOTAL REVENUES**	**$700,000**		
	2 V-Box Spreaders	$28,000	Wages & Benefits	$0		
	1 Chipper	$50,000	Operating Expenses	$700,000		
	1 Loader/Backhoe	$15,000	**TOTAL EXPENSES**	**$700,000**		
	1 Motor Grader	$20,000	**COUNTY LEVY**	**$0**		
	4 Loaders	$80,000				
	2 Skidsteer Loaders	$20,000				
	1 Single Axle Truck	$90,000				
	1 Dozer	$20,000				
	4 Quad Axle Trucks	$30,000				
	1 Power Broom	$50,000				
Totals			**TOTAL REVENUES**	**$6,129,540**	62.50	
			TOTAL EXPENSES	**$10,257,102**		
			COUNTY LEVY	**$4,127,562**		

Highway

Output Measures - How much are we doing?				
Description		2015 Actual	2016 Estimate	2017 Budget
Total centerline miles of roadway rehabilitation completed.		10.76	10.76	12.35
Total lane miles of roadway maintained during winter maintenance operations (total)		1,665 miles	1,665 miles	1,690 miles
	State of Wisconsin	618 miles	618 miles	638 miles
	Sauk County	625 miles	625 miles	630 miles
	Town of Greenfield	68.54 miles	68.54 miles	68.54 miles
	Town of Fairfield	68.5 miles	68.5 miles	68.5 miles
	Town of Excelsior	105.1 miles	105.1 miles	105.1 miles
	Town of Merrimac	60.5 miles	60.5 miles	60.5 miles
	Town of Sumpter	46.8 miles	46.8 miles	46.8 miles
	Town of Winfield	83.1 miles	83.1 miles	83.1 miles
Total centerline miles of County roads to maintain.		307.30	307.30	307.30
Cubic yards of sand used for winter maintenance on County Highways.		4,540 yds	6,000 yds	6,000 yds
Tons of salt used for winter maintenance on County Highways.		2,612 tn	4,975 tn	4,975 tn
Diesel fuel used annually.		113,955 gal	126,586 gal	126,586 gal
Highway Department Administrative costs as a percentage of total highway maintenance costs.		4.50%	4.65%	4.65%

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Percentage of road miles resurfaced as compared to the total road miles of the CTH system.		3.50%	3.50%	4.02%
Fleet efficiency: equipment revenues generated less operating costs.		$167,838	$0	$0
Fleet efficiency: percentage of revenues generated in excess of operating costs.		108.78%	100.00%	100.00%
Average lane miles of roadway per patrol section to maintain during winter maintenance operations.		43.80	43.80	43.80
Maintenance dollars per centerline mile of county roads.		$15,250	$15,736	$16,500
Statewide average administrative costs as a percentage of total highway maintenance costs. (71 counties)		4.32%	4.38%	4.38%

HIGHWAY

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	3,902,944	3,933,464	3,956,803	4,065,490	4,065,490	4,127,562	62,072	1.53%
Grants & Aids	1,857,868	1,281,531	1,509,969	1,441,634	1,445,775	1,478,989	33,214	2.30%
User Fees	289,675	207,967	278,121	195,163	195,163	186,354	(8,809)	-4.51%
Intergovernmental	3,417,659	3,596,400	4,172,733	3,798,130	3,798,130	3,756,197	(41,933)	-1.10%
Interest	4,666	3,703	5,065	5,000	5,000	8,000	3,000	60.00%
Miscellaneous	283	72,766	1,589	0	0	0	0	0.00%
Use of Fund Balance	73,300	0	0	0	700,000	700,000	0	0.00%
Total Revenues	9,546,395	9,095,831	9,924,280	9,505,417	10,209,558	10,257,102	47,544	0.47%
Expenses								
Labor	2,747,699	2,677,376	2,734,790	2,889,136	2,889,136	3,005,437	116,301	4.03%
Labor Benefits	1,153,807	1,138,655	1,165,967	1,201,196	1,203,196	1,293,829	90,633	7.53%
Supplies & Services	5,640,223	5,243,830	4,851,799	5,410,085	5,412,226	5,249,836	(162,390)	-3.00%
Capital Outlay	0	0	0	0	700,000	700,000	0	0.00%
Transfer to General Fund	4,666	3,703	5,065	5,000	5,000	8,000	3,000	60.00%
Addition to Fund Balance	0	32,267	1,166,660	0	0	0	0	0.00%
Total Expenses	9,546,395	9,095,831	9,924,280	9,505,417	10,209,558	10,257,102	47,544	0.47%
Beginning of Year Fund Balance	10,865,651	10,792,351	10,824,618	11,991,278		11,991,278		
End of Year Fund Balance	10,792,351	10,824,618	11,991,278	11,991,278		11,291,278		

Outlay	Total Expense Amount	Property Tax Levy Impact
2 Tandem Trucks	270,000	0
3 Snow Plows	15,000	0
3 Snow Wings	12,000	0
2 V-Box Spreaders	28,000	0
1 Mulcher	50,000	0
1 Loader/Backhoe	15,000	0
1 Motor Grader	20,000	0
4 Loaders	80,000	0
2 Skidsteer Loaders	20,000	0
1 Single Axle Truck	90,000	0
1 Dozer	20,000	0
4 Quad Axle Trucks	30,000	0
1 Power Broom	50,000	0
2017 Total	700,000	0
2018	700,000	0
2019	750,000	0
2020	750,000	0
2021	800,000	0

The Highway Fund is required by accounting standards to record outlay purchases as assets, not expenditures.
The amounts shown for outlay expenditures are funded by fund balance use, and are for budget purposes only.
2012 Beginning fund balance restated due to implementation of new accounting standard for pensions.

Changes and Highlights to the Department's Budget:

The budget was developed with the following assumptions:

An overall increase in total labor costs is $206,934 of which approximately $108,005 impacts other Gov't agencies for which the Department provides services and $98,929 impacts the Department directly due to the additional positions added in 2017 for the additional highway lane miles. State funding will cover 2 of the highway positions needed.

Bridge Aid funding has increased this year by $34,135.

Increases in the cost of road construction materials will directly impact the mileage of roadway maintained or rehabilitated annually. Funding reductions for maintenance/construction activities will result in deteriorating road conditions and increased road maintenance costs.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2		2017 Budget Request
Description of Change			**Bridge Aid Funding**	**Additional Employees Increase**		
Tax Levy	4,065,490	(28,589)	34,135	56,526		4,127,562
Use of Fund Balance or Carryforward Funds	700,000	0				700,000
All Other Revenues	5,444,068	(130,880)		116,352		5,429,540
Total Funding	10,209,558	(159,469)	34,135	172,878		10,257,102
Labor Costs	4,092,332	34,056		172,878		4,299,266
Supplies & Services	5,412,226	(196,525)	34,135			5,249,836
Capital Outlay	700,000	0				700,000
Transfers to Other Funds	5,000	3,000				8,000
Addition to Fund Balance	0	0				0
Total Expenses	10,209,558	(159,469)	34,135	172,878		10,257,102

Issues on the Horizon for the Department:

Due to previous staff reductions, the Department has been able to determine the minimum staff level at which it can still operate effectively. The Department intends to maintain this staff level through 2017.

Increasing costs for employees' labor, health insurance and fuel will continue to negatively impact the Department's ability to maintain favorable levels of service.

Landfill Remediation

Department Vision - Where the department would ideally like to be
Manage and maintain the resources and responsibilities for the long-term care, restoration and management of the areas degraded by former landfill operations.

Department Mission - Major reasons for the department's existence and purpose in County government
Assure facilities and grounds are properly maintained, that appropriate testing and management continues, maintain the methane management system in good working order and manage expensed to minimize potential future impact of the long term care of the site on the tax levy.

Elements of Countywide Mission Fulfilled
Promote safe community
Stewardship of natural resources

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Maintain compliance with required Federal and State monitoring.	No notices of noncompliance are received	Monitor site, monitor flare operations, completion of required testing and filing of reports.	12/31/2017
Provide adequate funding for perpetual care of the landfill sites.	Need for tax levy is minimal or none	Complete and maintain detailed interest earned on investments and expenditure projections.	12/31/2017
Assure that residents in the area of the former landfill operations have a safe drinking water supply.	Water samples from neighboring wells are within safe limits	Request delisting from the Environmental Protection Agency National Priority List, the "Superfund" list.	3/31/2017

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Old Landfill	Maintenance of the landfill site closed in 1983. Includes methane gas extraction, care of the landfill cover to prevent erosion, and groundwater testing.	Wis Stats 289 Admin Code NR 520	Misc./Interest	$1,800	-	
			Use of Fund Balance	$46,090		
			Grants	$0		
			TOTAL REVENUES	**$47,890**		
			Wages & Benefits	$0		
			Operating Expenses	$47,890		
			TOTAL EXPENSES	**$47,890**		
			COUNTY LEVY	**$0**		
New Landfill	Maintenance of the landfill site closed in 2005. Includes methane gas extraction, leachate (water) extraction and treatment, care of the landfill cover to prevent erosion, and groundwater testing.	Wis Stats 289 Admin Code NR 520	Misc./Interest	$12,500	-	
			Use of Fund Balance	$55,275		
			Grants	$0		
			TOTAL REVENUES	**$67,775**		
			Wages & Benefits	$0		
			Operating Expenses	$67,775		
			TOTAL EXPENSES	**$67,775**		
			COUNTY LEVY	**$0**		
Totals			**TOTAL REVENUES**	**$115,665**	-	
			TOTAL EXPENSES	**$115,665**		
			COUNTY LEVY	**$0**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
Gallons of leachate removed from landfill	204,014	200,000	215,000
Methane management system running at peak performance with minimal down time	Flare monitored remotely, runtime approximately 85%	Flare monitored remotely, runtime approximately 85%	Flare monitored remotely, runtime approximately 90%
Annual Inspections are completed by DNR and staff	No violations or issues	No violations or issues	No violations or issues

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Leachate volume remains consistent with facility history as well as weather conditions	Low leachate levels indicate the landfill cap remains in safe condition	Levels appear to be consistent with all conditions	Levels appear to be consistent with all conditions	Levels appear to be consistent with all conditions
Methane system running	Methane levels are safe since the methane is being processed correctly	85% Runtime	85% Runtime	80% Runtime
Positive Inspection report - issues with cover are addressed	Landfill is safe	Positive Report	Anticipate Positive report	Anticipate Positive report

LANDFILL REMEDIATION FUND

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
User Fees	488	0	0	0	0	0	0	0.00%
Interest	13,496	16,998	22,582	14,300	14,300	14,300	0	0.00%
Use of Fund Balance	149,123	79,322	89,861	97,965	103,365	101,365	(2,000)	-1.93%
Total Revenues	163,107	96,320	112,443	112,265	117,665	115,665	(2,000)	-1.70%
Expenses								
Supplies & Services	163,107	96,320	112,443	112,265	117,665	115,665	(2,000)	-1.70%
Total Expenses	163,107	96,320	112,443	112,265	117,665	115,665	(2,000)	-1.70%
Beginning of Year Fund Balance	5,239,123	5,090,000	5,010,678	4,920,817		4,822,852		
End of Year Fund Balance	5,090,000	5,010,678	4,920,817	4,822,852		4,721,487		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

Interest on the Long Term Care Funds continues at an extremely low rate.

	2015 Revised Budget	Cost to Continue Operations in 2016	Change 1	Change 2	Change 3	2016 Budget Request
Description of Change						
Tax Levy	0	0				0
Use of Fund Balance or Carryforward Funds	103,365	(2,000)				101,365
All Other Revenues	14,300	0				14,300
Total Funding	117,665	(2,000)	0	0	0	115,665
Labor Costs	0	0				0
Supplies & Services	117,665	(2,000)				115,665
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	117,665	(2,000)	0	0	0	115,665

Issues on the Horizon for the Department:

Long Term Care Funds were intended to cover the management cost of the closed landfill for 40 years after its closure in 2007; however, the extremely low interest on the Long Term Care funds may create the need to levy taxes prior to the originally anticipated 40 years of coverage.

JUSTICE/SAFETY FUNCTIONAL GROUP
2017 BUDGET

MISSION STATEMENT

To continually improve the communication and interaction of Sauk County departments. To effectively and efficiently complete short term and long term agreements. Continue to search resources for innovative and collaborative programs.

VISION STATEMENT

To continually increase and improve working relationships between all departments in order to effectively succeed in joint interactions, procedures and agreements.

ELEMENTS OF COUNTY WIDE MISSION FULFULLED

Fiscally Responsible/Essential Services
Safe Community

GOALS	OBJECTIVES
Implement the most efficient methods for transfer of inter-department information	Requires constant communication so we are utilizing the best practice methods for this.
Implement Countywide Security Measures	Participate in ongoing research and trainings to create a security plan.
Establish consistent communication and procedures between departments	Identify the designated contact personnel for specific actions and create a protocol for follow-up.
Assist the CJCC in the development of Alternative Resolution Initiatives within the Criminal Justice System	More effectively and efficiently treat the underlying causes of crime and reduce recidivism.
Monitor the effectiveness of the Vine Protect notification system for Temporary Restraining Orders	Allows petitioners to register and receive real time status notifications of protective orders.
Evolve to paperless court records and procedures	Create efficiencies in the court system by promoting E-filing, scanning, paperless court files. Consult with Judges, staff and other departments to accomplish this.

CDBG-EMERGENCY ASSISTANCE PROGRAM (EAP)

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Grants & Aids	39,980	258,008	0	0	0	0	0	0.00%
Interest	0	0	0	0	0	0	0	0.00%
Use of Fund Balance	557,709	41,656	204,892	86,544	86,544	0	(86,544)	-100.00%
Total Revenues	597,689	299,664	204,892	86,544	86,544	0	(86,544)	-100.00%
Expenses								
Labor	15,409	0	0	0	0	0	0	0.00%
Labor Benefits	1,411	0	0	0	0	0	0	0.00%
Supplies & Services	562,482	299,664	204,892	86,544	86,544	0	(86,544)	-100.00%
Capital Outlay	18,387	0	0	0	0	0	0	0.00%
Addition to Fund Balance	0	0	0	0	0	0	0	0.00%
Total Expenses	597,689	299,664	204,892	86,544	86,544	0	(86,544)	-100.00%
Beginning of Year Fund Balance	890,801	333,092	291,436	86,544		(0)		
End of Year Fund Balance	333,092	291,436	86,544	(0)		(0)		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Department: CDBG EAP

Changes and Highlights to the Department's Budget:

The Community Development Block Grant Emergency Assistance Program (EAP) funds provide flood related assistance to residents in need of housing rehabilitation, other local units of government, and Sauk County. The awarded funds will be exhausted in 2013. Business assistance grants were all forgiven in 2016.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	-	-				-
Use of Fund Balance or Carryforward Funds	86,544	(86,544)				-
All Other Revenues	-	-				-
Total Funding	86,544	(86,544)	-	-	-	-
Labor Costs	-	-				-
Supplies & Services	86,544	(86,544)				-
Capital Outlay	-	-				-
Transfers to Other Funds	-	-				-
Addition to Fund Balance	-	-				-
Total Expenses	86,544	(86,544)	-	-	-	-

Issues on the Horizon for the Department:

Circuit Courts

Department Vision - Where the department would ideally like to be
The vision for the court system for Sauk County is to provide a forum that is fair and accessible to all who seek or need the services of the court and to do so within reasonable periods of time consistent with the needs of litigants and requirements of law.

Department Mission - Major reasons for the department's existence and purpose in County government
The mission of Wisconsin's Court system and the court system of Sauk County is to protect individual rights, privileges and liberties, to maintain the rule of law, and to provide a forum for the resolution of disputes that is fair, accessible, independent and effective.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services
Promote safe community

Specific Strategic Issues Addressed
Drugged/drunk drivers. Law enforcement staffing.
Building security.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Have case dispositions fall within State guidelines.	Reports can be generated to show results.	To provide for reasonable flow of cases through court system.	Ongoing
Fourth Judgeship Planning	Branch approved, constructed, functional.	Plan for fourth judgeship and develop facilities plan.	Ongoing

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Circuit Courts	The Courts are a separate and co-equal branch of government. The Courts are not a department of county government. The Courts, by constitution and statute, are the designated decision makers for those who choose to bring matters to them.		Other Revenues	$219,938	3.40	
			TOTAL REVENUES	**$219,938**		
			Wages & Benefits	$219,803		
			Operating Expenses	$444,450		
			TOTAL EXPENSES	**$664,253**		
			COUNTY LEVY	**$444,315**		
Outlay	None		Operating Expenses	$0	-	
			TOTAL EXPENSES	**$0**		
			COUNTY LEVY	**$0**		
Totals			**TOTAL REVENUES**	**$219,938**	3.40	
			TOTAL EXPENSES	**$664,253**		
			COUNTY LEVY	**$444,315**		

Circuit Courts

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Number of cases disposed, by category:			
Felony	434	441	441
Misdemeanor	730	1,026	1,026
Criminal Traffic	398	459	459
Forfeiture (contested traffic, forfeiture and juvenile ordinance)	1,394	1,491	1,491
Civil (contracts/real estate, personal injury/property damage, other civil)	624	980	980
Small Claims	346	288	288
Family (divorce, paternity, other family)	448	432	432
Probate (informal, estates, trusts)	110	90	90
Probate (commitments, guardianships, adoptions, other)	165	159	159
Juvenile (delinquency, other)	123	102	102
Juvenile (children in need of protective services (CHIPS), terminations of parental rights)	33	36	36
Total Cases Disposed	4,808	5,259	5,259

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Percentage of Cases Disposed of within Goals:				
Felony (Goal of 85% within 180 days, 95% within 360 days)	The goals for disposition by case type are established by the Office of Court Operations. The results show the percentage of cases that are disposed of within the recommended guidelines. Many factors can affect the disposition of a case. Some of those factors are beyond the Court's control.	66%, 85%	70%, 85%	75%, 85%
Misdemeanor (Goal of 90% within 180 days)		80%	80%	85%
Criminal Traffic (Goal of 90% within 180 days)		83%	85%	85%
Forfeiture (contested traffic, forfeiture and juvenile ordinance) (Goal of 95% within 180 days)		81%	85%	85%
Civil (Personal Injury/Prop. Damage) (Goal of 90% within 540 days)		79%	80%	80%
Civil (Contracts/Real Estate)		87%	90%	90%
Small Claims (Goal of 90% within 180 days)		84%	85%	85%
Family (Divorce)(Goal of 90% within 360 days)		88%	90%	90%
Family (Paternity)(Goal of 90% within 180 days)		63%	70%	75%
Probate (Estates)(Goal of 75% within 420 days. 90% within 540 days)		14%, 27%	50%, 67%	60%, 80%
Probate (Informal)(Goal of 75% within 420 days. 90% within 540 days)		69%,78%	75%, 80%	75%,80%
Juvenile (Delinquency)(Goal of 95% within 90 days)		36%	55%	75%
Juvenile (Children in need of protective services - CHIPS)(Goal of 95% within 360 days)		64%	70%	75%

CIRCUIT COURTS

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	417,134	445,740	440,397	429,784	429,784	444,315	14,531	3.38%
Grants & Aids	197,980	197,878	220,189	220,015	220,093	219,938	(155)	-0.07%
Use of Fund Balance	0	0	0	0	36,800	0	(36,800)	-100.00%
Total Revenues	615,114	643,618	660,586	649,799	686,677	664,253	(22,424)	-3.27%
Expenses								
Labor	130,565	131,118	149,164	146,746	149,746	153,973	4,227	2.82%
Labor Benefits	61,987	64,277	62,596	68,877	64,093	65,831	1,738	2.71%
Supplies & Services	421,134	409,704	385,806	415,051	472,838	444,449	(28,389)	-6.00%
Addition to Fund Balance	1,428	38,519	63,020	19,125	0	0	0	0.00%
Total Expenses	615,114	643,618	660,586	649,799	686,677	664,253	(22,424)	-3.27%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

SAUK COUNTY, WISCONSIN
2017 BUDGET
HIGHLIGHTS

Department: Circuit Courts

Changes and Highlights to the Department's Budget:

Nothing significant

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	429,784	14,531				444,315
Use of Fund Balance or Carryforward Funds	36,800	(36,800)				0
All Other Revenues	220,093	(155)				219,938
Total Funding	686,677	(22,424)	0	0	0	664,253
Labor Costs	213,839	5,965				219,804
Supplies & Services	472,838	(28,389)				444,449
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	686,677	(22,424)	0	0	0	664,253

Issues on the Horizon for the Department:

The most significant issue on the horizon is the need for a fourth judgeship. The statistics used in the state for determining the need for judges shows that Sauk County has a judicial need of 4.5 judges. The actual need is reduced somewhat because of the contribution of the court commissioner, however, the number shows a growing need for judicial assistance and planning for a fourth judgeship should begin, at least in a preliminary way.

Clerk of Courts

Department Vision - Where the department would ideally like to be
We want to provide and initiate new procedures that will enhance efficiency in the office and coordinate with state court operations. We will strive to improve the quality of the justice-related services to all participants and the general public in an easily accessible and respectful environment. Our ultimate goal is to develop and implement district and state recommended procedures which prove to have a positive impact on our overall operations of the courts and our customer relations. We look to maintain and increase the avenues of communications between the courts, the public and other agencies. This can be attained through positive interaction and respect.

Department Mission - Major reasons for the department's existence and purpose in County government
To provide the administrative link between the judiciary and the public in a manner that is professional, courteous and efficient, representing Sauk County as an outstanding provider of services.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services Promote safe community

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Enhance Sauk Co. Clerk of Courts web page	Positive response from users.	Update Sauk County website for ease of navigation for collection information, quick links and overall user friendliness.	7/1/2017
Paperless files on criminal case types	No physical files eff. January 2017.	Work with the courts to implement more paperless case files in 2017 to include CF, CM and CT	CV, FA, PA paperless Jan/2016 SC paperless July/2015
Increase revenues	Collection percentages rise	Explore State Debt Collection services versus private collections and research satisfaction fee requirements on collection turnovers	12/31/2018

Clerk of Courts

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Court Support	This office collects and disburses all funds received for fines, fees and forfeitures ordered by the courts; files and records all documents received for all case types; executes judgments of unpaid fines, fees and forfeitures and implement all collection tools available to insure their collection. We clerk all court proceedings implementing new procedures such as in-court processing and generalist clerks to enhance efficiency; administer jury functions; provide interpreter services; provide access to public records and searches to the public both in person and also phone inquiry requests. The office monitors and maintains all court records and files.	Wis. Stats. 59	User Fees / Misc	$593,055	11.70	Cases filed vs. cases disposed Debts assessed vs. debts collected by individual year Grand total of aged debts assessed vs. debts collected overall
			Grants	$19,500		
			TOTAL REVENUES	**$612,555**		
			Wages & Benefits	$733,078		
			Operating Expenses	$166,565		
			TOTAL EXPENSES	**$899,643**		
			COUNTY LEVY	**$287,088**		
Guardian ad Litem (GAL)	The court appoints a Guardian Ad Litem in appropriate cases and the appointed attorney acts on behalf of the incompetent or minor party. The attorneys are contracted annually for a monthly fee. Parties are billed when ordered unless the fee is waived and the state reimburses a prorated amount set by the state annually. Financial records are maintained, collected and disbursed for all fees and costs.	Wis. Stats. 59	User Fees / Misc	$98,000	0.20	
			Grants	$60,000		
			TOTAL REVENUES	**$158,000**		
			Wages & Benefits	$12,670		
			Operating Expenses	$170,000		
			TOTAL EXPENSES	**$182,670**		
			COUNTY LEVY	**$24,670**		
Outlay	None	$0	User Fees / Misc	$0	-	
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$0		
			Operating Expenses	$0		
			TOTAL EXPENSES	**$0**		
			COUNTY LEVY	**$0**		
Totals			**TOTAL REVENUES**	**$770,555**	11.90	
			TOTAL EXPENSES	**$1,082,312**		
			COUNTY LEVY	**$311,757**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
New cases filed	15,212	16,427	16,427
Casework performed	178,977	181,784	181,784
Documents scanned	135,406	136,261	136,261
Gross money receipted	4,262,308	3,200,000	3,200,000
Money collected outstanding fines - Clerk of Courts	884,146	853,000	853,000
Money collected outstanding fines - Other County Departments	236,504	227,921	227,921
Collections via collection agency	346,303	346,689	346,689

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Cases filed vs. cases disposed	Indicates that the cases move through the court system fairly quickly	15,212 / 15, 881 96%	16,427 / 16,728 98%	16,427 / 16,728 98%
Debts assessed vs. debts collected by individual year	Indicates a need for collection rate to improve	$3,912,465 vs. $2,808,944 72% collection rate	$3,413,116 vs. $2,696,546 79% collection rate	$3,413,116 vs. $2,696,546 79% collection rate
Grand total of aged debts assessed vs. debts collected overall	Totals reflect that aged debt becomes difficult to collect.	$107,386,871 vs. $63,513,746 59% collection rate	$110,300,637 vs. $66,716,634 60% collection rate	$110,300,637 vs. $66,716,634 60% collection rate

CLERK OF COURTS

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	216,574	205,412	230,866	260,855	260,855	311,757	50,902	19.51%
Grants & Aids	79,127	76,929	78,991	78,913	77,000	79,500	2,500	3.25%
Licenses & Permits	380	80	120	40	100	40	(60)	-60.00%
Fees, Fines & Forfeitures	356,840	309,769	301,268	261,502	297,000	289,000	(8,000)	-2.69%
User Fees	354,506	334,677	319,164	305,084	323,375	312,815	(10,560)	-3.27%
Intergovernmental	23,076	20,989	17,834	21,248	37,408	19,200	(18,208)	-48.67%
Miscellaneous	66,892	59,592	86,236	89,010	70,000	70,000	0	0.00%
Use of Fund Balance	0	105,496	77,907	74,598	0	0	0	0.00%
Total Revenues	1,097,395	1,112,944	1,112,385	1,091,250	1,065,738	1,082,312	16,574	1.56%
Expenses								
Labor	520,804	512,787	540,677	536,403	509,379	522,805	13,426	2.64%
Labor Benefits	220,431	234,888	241,073	225,226	226,183	222,941	(3,242)	-1.43%
Supplies & Services	351,764	365,269	330,635	329,621	330,176	336,566	6,390	1.94%
Addition to Fund Balance	4,396	0	0	0	0	0	0	0.00%
Total Expenses	1,097,395	1,112,944	1,112,385	1,091,250	1,065,738	1,082,312	16,574	1.56%
Beginning of Year Fund Balance		Included in General Fund Total						
End of Year Fund Balance								

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

The county ordinance and penal fine collections are again less than the 2016 budgeted revenue.

Expert Witness fees took a spike in 2016 and is expected to continue in that trend for 2017.

Tax intercept dollars continue to decline. Payments collected for this are down $59,977.00 from 2015 to 2016.

The expected budget revenue increase for 2016 with the Child Support Agency Cooperative Agreement was significantly lower. Expected revenue was $17,000 for 2016 and we are currently at $612.34. The 2017 budget has been adjusted accordingly.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**County Ordinance, court fee/fine forfeitures, & Circuit court fees**	**Expert Witness Expenses Increase**	**Child Support Agency Cooperative Agreement**	
Tax Levy	260,855	17,994	10,000	7,000	15,908	311,757
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	804,883	(8,420)	(10,000)		(15,908)	770,555
Total Funding	1,065,738	9,574	0	7,000	0	1,082,312
Labor Costs	735,562	10,185				745,747
Supplies & Services	330,176	(611)		7,000		336,565
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	1,065,738	9,574	0	7,000	0	1,082,312

Issues on the Horizon for the Department:

With the anticipated incorporation of the State Debt Collection, county ordinances and penal fine collections are expected to take less of a decline.

Due to the ongoing trend in the court system, expert witness expenses are anticipated to continue to rise, as the 2017 budget reflects.

Video interpreting through SWITS (Southern WI Interpreting & Translation Services) for languages other than Spanish has been implemented, making interpreter travel expenses and hours of service are anticipated to decline. Also, tightening the scheduling of interpreter cases from 4-5 days a week to 1-3 days a week will also decease expenses.

Coroner

Department Vision - Where the department would ideally like to be

The vision of the Coroner's Office is to provide the services of our Office to the public as mandated by State Statutes, within the limits of our appropriated budget.

Department Mission - Major reasons for the department's existence and purpose in County government

The mission of the Coroners Office is to maintain the highest standard of professionalism and integrity in determining the cause and manner of death, while maintaining respect for the grieving families in their time of need. We want the people of the County to know that by our words and actions that we are sincere and loyal to them and give our highest regard to each and every death we investigate.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Continuity of Operations	Timely operations with no complaints	Increase cross functions of all Deputies, continuing professionalism of the Office	12/31/2016
Research valued services for our Department. Assist in education of other medical professions through job shadowing.	At least twice per year educational event attended	Increase services to the citizens	12/31/2016

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Coroner	Pronounces death as needed and also issue Cremation, Disinterment and Embalming permits. Involved in the notification of death to families, both residents of and visitors to our County, as needed. Work closely with the Hospice Program, Home Health Nurses and Local Doctors to assist in providing care for the families of terminal patients in our county. Work with the Sheriffs Department and all other local Law Enforcement Departments in our investigations of deaths, keeping the chain of evidence intact at all times. Support and assist in the Organ and Tissue Donation Program, helping many others in our assistance in this program.	Wis Stats 59.34, 979	User Fees / Misc	$30,000	1.00	Response time to calls
			Grants	$0		
			TOTAL REVENUES	**$30,000**		
			Wages & Benefits	$95,799		
			Operating Expenses	$68,356		
			TOTAL EXPENSES	**$164,155**		
			COUNTY LEVY	**$134,155**		
Outlay	None		User Fees / Misc	$0		
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$0		
			Operating Expenses	$0		
			TOTAL EXPENSES	**$0**		
			COUNTY LEVY	**$0**		
Totals			**TOTAL REVENUES**	**$30,000**	1.00	
			TOTAL EXPENSES	**$164,155**		
			COUNTY LEVY	**$134,155**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
Investigation of deaths	799	750	750
Number of autopsies	31	24	28
Number of cremation permits	342	300	300

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Response time to calls	Not detaining other agencies on the scene other than necessary	20 minutes	20 minutes	20 minutes
Signature of Death Certificates, after investigation completed	Timely death certificates allows the families to move on	2 days	2 days	2 days

CORONER

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	156,964	126,962	150,569	129,287	129,287	134,155	4,868	3.77%
Licenses & Permits	27,250	35,750	33,005	30,000	30,000	30,000	0	0.00%
Miscellaneous	0	0	775	0	0	0	0	0.00%
Total Revenues	184,214	162,712	184,349	159,287	159,287	164,155	4,868	3.06%
Expenses								
Labor	63,365	65,720	66,313	69,713	69,713	70,760	1,047	1.50%
Labor Benefits	24,642	24,604	24,111	24,434	24,434	25,039	605	2.48%
Supplies & Services	57,356	59,931	67,825	63,040	65,140	68,356	3,216	4.94%
Capital Outlay	0	0	21,513	0	0	0	0	0.00%
Addition to Fund Balance	38,851	12,457	4,587	2,100	0	0	0	0.00%
Total Expenses	184,214	162,712	184,349	159,287	159,287	164,155	4,868	3.06%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	30,000	30,000
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Changes and Highlights to the Department's Budget:

There is an increasing trend for people to choose cremation over a traditional funeral. Currently, 72% of all deaths are cremations.

The state budget includes a freeze on cremation fee rates for two years. Also, if a decedent is on assistance and qualifies, their funeral expenses will be assisted by the State. When this occurs, counties are expected to waive cremation fees. This is estimated to reduce Sauk County cremation fee revenue as more take advantage of this program. There is an increase in requests by law enforcement for autopsies and the blood test expenses have increased 50%.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Lab work**			
Tax Levy	129,287	(132)	5,000			134,155
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	30,000	0				30,000
Total Funding	159,287	(132)	5,000	0	0	164,155
Labor Costs	94,147	1,652				95,799
Supplies & Services	65,140	(1,784)	5,000			68,356
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	159,287	(132)	5,000	0	0	164,155

Issues on the Horizon for the Department:

The increasing push for a higher level of training and professionalism equalizing all Coroner departments around the state continues.
Case loads increase slightly each year, less than 10%, with this there has been an increase in hospice care cases.
Planning for equipment and safe handling techniques for bariatric personnel is an increasing priority.

Court Commissioner / Family Court Counseling

Department Vision - Where the department would ideally like to be

To provide correct, timely legal decisions and information to litigants and to county departments and to provide professional assistance to county and state departments and offices to fill in "gaps" in the delivery of legal services. To provide a mechanism for the prompt, informal resolution of child custody and physical placement disputes.

Department Mission - Major reasons for the department's existence and purpose in County government

The Court Commissioner's office provides information regarding legal procedures for family court, domestic abuse, criminal, ordinance violations, traffic, small claims and probate matters, and conducts preliminary and final hearings in these matters. This department supervises the provision of mediation and legal custody and physical placement studies in divorce, legal separation, paternity and other actions affecting the family.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Promote safe community

Specific Strategic Issues Addressed

Building security

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Expand remedies available to parties pursuing the entry of orders in family law (paternity/child support) child custody and physical placement actions	Investigate feasibility of consumer surveys	Coordinate remedies and forms available to (primarily) "pro se" litigants so that issues of this type can be resolved as quickly and efficiently as possible.	12/31/2017 and Ongoing
Allocate sufficient court time for all other matters	Matters heard within statutory time frames	Provide sufficient time to hear/decide stipulated and contested cases within existing time constraints	12/31/2017 and Ongoing
Continue to monitor the referral of matters to mediation where domestic violence issues may or may not have been revealed initially	Survey mediators as to all cases referred	Terminate referrals (or not initially refer) any cases to mediation where the presence of domestic violence is identified, since this may lead to a party entering into an agreement that is not actually voluntary	12/31/2017 and Ongoing
Coordinate procedures for mediators, including referral and reporting timelines	Survey mediators as to all cases referred which are pending beyond 45 days	Since the inception of the mediation program, each mediator has utilized his/her own procedures/reporting forms. Although these practices have all been substantially similar, there have been some differences. Coordinating all procedures and forms will make it easier to track referrals and provide easier instruction for new mediators replacing those who retire. In late-2015 or else in 2016, the intention is to begin the process to hire one or two additional mediators. This will not involve any additional cost to Sauk County.	12/31/207 and Ongoing
Expand remedies available to parties pursuing entry of orders in family law (paternity/child support) child custody and physical placement actions to include outside agencies/organizations	Conduct meeting(s) with organizations and/or parties involved	Create opportunities for parties ("pro se" or represented) filing actions for the entry of child custody and physical placement orders in these types of matters to receive further education on child care topics both before pursuing and during pursuit of these orders.	12/31/2017
Standardize "pro se" family law processes	Conduct meeting(s) with organizations involved	Standardize forms and processes regarding the filing and prosecution of "pro se" family law actions to reduce the time that court personnel are required to spend per case.	12/31/2017

Court Commissioner / Family Court Counseling

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Circuit Ct. Comm.	The Court Commissioner's office is a department of county government. However, it operates pursuant to authority granted to and under the supervision of the Circuit Courts, a separate and co-equal branch of government. By constitution and statute, the Courts, including the Court Commissioner's office, acts as the designated decision maker for those who choose to bring matters to them.	Chs. 340-350, 757, 767, 812, 813, Wis. Stats.	User Fees / Misc.	$34,021	1.94	
			Grants	$0		
			TOTAL REVENUES	**$34,021**		
			Wages & Benefits	$211,868		
			Operating Expenses	$7,870		
			TOTAL EXPENSES	**$219,738**		
			COUNTY LEVY	**$185,717**		
Mediation	Mediation of legal custody and physical placement disputes: In any "action affecting the family" (i.e., Ch. 767, Wis. Stats. -divorce, legal separation, paternity, child custody, etc.) in which child custody, physical placement rights or visitation rights are contested, or a party experiences difficulty in exercising those rights, the matter is referred to a mediator for assistance in resolving the problem.	Ch. 767.405 Wis. Stats.	User Fees / Misc.	$16,500	0.06	Referrals completed
			Grants	$0		
			TOTAL REVENUES	**$16,500**		
			Wages & Benefits	$6,459		
			Operating Expenses	$10,517		
			TOTAL EXPENSES	**$16,976**		
Totals			**TOTAL REVENUES**	**$50,521**	2.00	
			TOTAL EXPENSES	**$236,714**		
			COUNTY LEVY	**$186,193**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
"Intake" proceedings conducted (all)	6,000	6,000	6,400
"Family law" action hearings conducted (including divorce, child custody, child support, paternity and domestic abuse)(subset of above)	1,000	1,100	1,100
Mediation referrals made	134	135	135

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Contested cases scheduled for hearing/decided within desired or required time frame (generally, all matters are to be scheduled within 3-4 weeks, unless a later date is requested to allow time for service, etc.; all matters that come on for hearing must be decided within 30 days of hearing)	Matters are decided timely under current facts or circumstances	100%	100%	100%
Respond to correspondence/information requests within 3 working days (some inquiries require research and/or investigation before a written response can be completed, which may take longer than 3 working days)	Parties advised of legal remedies available to address current circumstances	95%	95%	95%
Referrals completed (includes referrals terminated after mandatory domestic violence screening)	Issues addressed/resolved before situation out of control	100%	100%	100%

COURT COMMISSIONER/FAMILY COURT COUNSELING SERVICE

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	175,458	177,299	178,075	183,411	183,411	186,193	2,782	1.52%
User Fees	15,570	16,565	15,755	16,500	16,500	16,500	0	0.00%
Intergovernmental	28,499	27,974	29,242	32,531	32,531	34,021	1,490	4.58%
Use of Fund Balance	517	0	0	0	16,438	0	(16,438)	-100.00%
Total Revenues	220,044	221,838	223,072	232,442	248,880	236,714	(12,166)	-4.89%
Expenses								
Labor	151,191	150,928	153,270	158,373	160,393	164,413	4,020	2.51%
Labor Benefits	51,218	52,693	50,624	52,308	52,308	53,914	1,606	3.07%
Supplies & Services	17,635	15,293	11,637	19,361	36,179	18,387	(17,792)	-49.18%
Addition to Fund Balance	0	2,924	7,542	2,400	0	0	0	0.00%
Total Expenses	220,044	221,838	223,072	232,442	248,880	236,714	(12,166)	-4.89%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance	Included in General Fund Total
End of Year Fund Balance	

Changes and Highlights to the Department's Budget:

The Court Commissioner's budget remains static. No substantially new or different revenues are expected in the coming year.

So long as the Wisconsin Statutes are not modified to change the sources of funding for the mediation program (and no changes are anticipated), it will continue to operate in a self-funded fashion.

	2016 Revised Budget	Cost to Continue Operations in 2016	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	183,411	2,782				186,193
Use of Fund Balance or Carryforward Funds	16,438	(16,438)				0
All Other Revenues	49,031	1,490				50,521
Total Funding	248,880	(12,166)	0	0	0	236,714
Labor Costs	212,701	5,625				218,326
Supplies & Services	36,179	(17,791)				18,388
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	248,880	(12,166)	0	0	0	236,714

Issues on the Horizon for the Department:

The proliferation of "pro se" litigants continues to present an increasing strain on available time/resources.

District Attorney

Department Vision - Where the department would ideally like to be

Swift prosecution will protect the community from violent offenders.
Restitution collected and returned into the community will assist the economy
Cases settled with fines and/or Court costs generate revenues for the County and State.

Department Mission - Major reasons for the department's existence and purpose in County government

The Mission of the District Attorney' Office is to prosecute violations of the state law and county ordinances on behalf of the citizens of the County and in the name of the State of Wisconsin.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services
Promote safe community
Development of community values

Specific Strategic Issues Addressed

Drugged/drunk drivers. Law enforcement staffing.
Building security.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Prosecute all cases as scheduled by the Courts	Cases are filed; Prosecutors appear in Court	Swift prosecution deters crime and protects the public	Ongoing
Recover restitution and out of pocket expenses during prosecution.	Restitution ordered by Court	Return restitution to the community	Ongoing
Provide services to Sauk County crime victims as required by Crime Victims' Rights Legislation	Victim contact upon case filing	Compliance with Chapter 950 of the Wisconsin Statutes	Ongoing
To conform all policies and procedures to the practices of the criminal procedure statutes. Maintain and improve upon all of the above.	Cases filed with appropriate statutory charges	Respond appropriately to all statutory changes	Ongoing
Continue to advocate for additional prosecutors for the District Attorney's Office from the State.	Request through State budget	Understaffed	Ongoing
To develop new and innovative programs to assist crime victims	Victim contact	Successful implementation of crime victim services	Ongoing
Assist in the development of Alternative Resolution Initiatives within the Criminal Justice System	CJCC involvement	Extensive involvement with Sauk County CJCC to more effectively and efficiently treat the underlying causes of crime and reduce recidivism	Ongoing

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator (s)
Victim Witness	The program provides services to victims and witnesses of crime. Assisting victims and witnesses with Court hearings, providing information to victims and witnesses and collecting restitution information	Wisconsin Statutes Chapter 950 and the Wisconsin Crime Victims' Constitutional Amendment	Other Revenues	$57,318	1.94	Victim Services Provided (currently understaffed)
			TOTAL REVENUES	**$57,318**		
			Wages & Benefits	$119,640		
			Operating Expenses	$6,571		
			TOTAL EXPENSES	**$126,211**		
			COUNTY LEVY	**$68,893**		**Attorneys are State Expense**
Delinquent	Criminal prosecution for juveniles between the age of 10 and 16 years of age.	Wisconsin Statutes Chapter 938	Grants	$0	0.32	Number of Cases
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$21,690		
			Operating Expenses	$6,965		
			TOTAL EXPENSES	**$28,655**		
			COUNTY LEVY	**$28,655**		**Attorneys are State Expense**

District Attorney

Adult Prosecution / Restitution	Criminal prosecution for adults and juveniles who have original adult Court jurisdiction and juveniles waived into adult Court. Hold offenders accountable for criminal conduct, focusing on appropriate punishment as well as on rehabilitation. Collection of restitution information from victims to submit to the Court. Collect restitution so that it may be returned to the community. Attorney Salaries are paid by the State of Wisconsin.	Wisconsin Statutes Chapters 939 - 980	Revenues	$22,000	5.54	Number of Cases and Restitution dollars collected (currently understaffed)
			TOTAL REVENUES	**$22,000**		
			Wages & Benefits	$364,676		
			Operating Expenses	$20,695		
			TOTAL EXPENSES	**$385,371**		
			COUNTY LEVY	**$363,371**		**Attorneys are State Expense**
Law Enforcement Assistance	The Sauk County District Attorney's Office assists law enforcement in the investigation of cases, through providing legal advice, assisting with subpoenas for documents, search warrants and legal research; Providing legal updates and training to Law Enforcement Agencies in Sauk County.	Wisconsin Statutes Chapters 48, 938, 939 top 976, Wis. Stats., Wisconsin Constitution Article VI section 4	User Fees	$0	-	Law Enforcement Assistance & Training
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$0		
			Operating Expenses	$200		
			TOTAL EXPENSES	**$200**		
			COUNTY LEVY	**$200**		**Attorneys are State Expense**
Sexual Assault Justice Initiative (SAJI)	The Sauk County District Attorney's Office received the Sexual Assault Justice Initiative (SAJI) grant through the Department of Justice's Office on Violence Against Women for 2016-17. The grant is being funded to improve how the justice system in general, and prosecution in particular, handles sexual assault cases. Requirements include implementation of performance measures that reflect promising practices for prosecuting sexual assault and promoting justice for victims.	CFDA 16.590	Grants	$194,236	-	100% referral of Sexual Assault cases from Law Enforcement; Improve investigation, prosecution, victim advocacy protocols; emphasize investigation/prosecution of Sexual Assaults to transient population
			TOTAL REVENUES	**$194,236**		
			Wages & Benefits	$0		
			Operating Expenses	$194,236		
			TOTAL EXPENSES	**$194,236**		
			COUNTY LEVY	**$0**		
Totals/Additional Comments (Staffing Needs)	The department remains understaffed by Attorneys. The Sauk County District Attorney's Office must daily, decide not to prosecute certain cases due to lack of resources, impacting victims, collection of restitution and public perception of the efficacy of the criminal justice system. Increased efficiency by converting to an electronic files office, has resulted in current support staffing levels being sufficient.		**TOTAL REVENUES**	**$273,554**	7.80	
			TOTAL EXPENSES	**$734,672**		
			COUNTY LEVY	**$461,118**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
All Cases Received	2,626	2,745	2,685
Adult Felony Referrals	514	585	549
Adult Felony Filed	458	489	473
Adult Misdemeanor Filed	667	633	650
Criminal Traffic Filed	349	406	378
Juvenile Delinquent	50	48	49
Civil Traffic/Forfeiture Cases	708	737	723

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Closed Cases NOTE: closed = dismissed, not prosecuted and prosecuted to sentencing; deferred cases will be "closed" in succeeding years.	Outcome Indicators are mainly subjective: An appropriate disposition for 1 case may be completely inappropriate for a 2nd case depending on offense and individual circumstance. Restitution collected will be dependent on court orders, ability to pay, etc.	2,614	2,758	2,820
Restitution Collected		$12,784	$20,570	$0

DISTRICT ATTORNEY / VICTIM WITNESS

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	390,450	395,559	407,566	434,544	434,544	461,118	26,574	6.12%
Grants & Aids	31,578	50,756	57,299	256,402	59,082	251,554	192,472	325.77%
User Fees	28,163	20,707	30,038	23,000	23,000	22,000	(1,000)	-4.35%
Use of Fund Balance	0	5,539	1,931	0	0	0	0	0.00%
Total Revenues	450,191	472,561	496,835	713,946	516,626	734,672	218,046	42.21%
Expenses								
Labor	269,510	297,928	325,576	336,018	336,018	347,763	11,745	3.50%
Labor Benefits	140,651	154,271	148,756	153,728	153,728	158,242	4,514	2.94%
Supplies & Services	24,355	20,362	22,503	224,200	26,880	228,667	201,787	750.70%
Addition to Fund Balance	15,675	0	0	0	0	0	0	0.00%
Total Expenses	450,191	472,561	496,835	713,946	516,626	734,672	218,046	42.21%

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

Unlike many other counties, Sauk County's population has steadily increased over the past decade. Also, Sauk County, with its indoor waterpark resorts, and a Casino, is a major tourist stop and results in Sauk County's actual daily population being far in excess of its resident population. That additional population affects the office in terms of increased criminal caseload, particularly in the areas of child sexual assaults, domestic abuse cases, thefts, and OWI cases. The continued, increasing workload has caused serious consideration of suspending/declining prosecution of certain crimes. The increased caseload affects the ability of the DA office to promptly file and prosecute deserving cases and results in delays in charging and processing cases. The continued growth of Sauk County's prosecutorial needs cannot be ignored without serious ramifications to victims of crime and citizens of Sauk County.

The Sauk County District Attorney's Office received the Sexual Assault Justice Initiative (SAJI) grant through the Department of Justice's Office on Violence Against Women for 2016-17. The grant is being funded to improve how the justice system in general, and prosecution in particular, handles sexual assault cases. Requirements include implementation of performance measures that reflect promising practices for prosecuting sexual assault and promoting justice for victims.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**SAJI Grant**			
Tax Levy	434,544	26,574				461,118
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	82,082	(2,764)	194,236			273,554
Total Funding	516,626	23,810	194,236			734,672
Labor Costs	489,746	16,259				506,005
Supplies & Services	26,880	7,551	194,236			228,667
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	516,626	23,810	194,236			734,672

Issues on the Horizon for the Department:

Continued changes to certain crimes (former misdemeanors that are now felonies and enhanced penalties) cause additional stressors on the DA office and the courts. As Wisconsin is the last State to have OWI first offenses as a civil offense as opposed to criminal, there is mounting pressure for Wisconsin to make OWI first offenses a crime. If that occurs, that additional workload would require significant increases in staff.

DRUG SEIZURES

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Grants & Aids	0	1,848	2,207	0	0	0	0	0.00%
Fees, Fines & Forfeitures	74,491	22,378	5,839	0	0	0	0	0.00%
Interest	324	68	60	100	1,000	100	(900)	-90.00%
Use of Fund Balance	0	9,979	24,084	11,000	11,000	11,000	0	0.00%
Total Revenues	74,815	34,273	32,190	11,100	12,000	11,100	(900)	-7.50%
Expenses								
Supplies & Services	58,714	34,273	32,190	11,100	12,000	11,100	(900)	-7.50%
Addition to Fund Balance	16,101	0	0	0	0	0	0	0.00%
Total Expenses	74,815	34,273	32,190	11,100	12,000	11,100	(900)	-7.50%
Beginning of Year Fund Balance	97,296	113,397	103,418	79,334		68,334		
End of Year Fund Balance	113,397	103,418	79,334	68,334		57,334		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

SAUK COUNTY, WISCONSIN
2017 Budget
HIGHLIGHTS

Department: Drug Seizures

Changes and Highlights to the Department's Budget:

No changes anticipated for the 2017 budget. State and Federally authorized seizure of cash or properties can only be used for further drug-related activities. No specific items are planned for purchase using these funds in 2017. Purchases from these funds cannot be used to supplant the regular budget.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	0	0				0
Use of Fund Balance or Carryforward Funds	11,000	0				11,000
All Other Revenues	1,000	(900)				100
Total Funding	12,000	(900)	0	0	0	11,100
Labor Costs	0					0
Supplies & Services	12,000	(900)				11,100
Capital Outlay						0
Transfer to Debt Service						0
Total Expenses	12,000	(900)	0	0	0	11,100

Issues on the Horizon for the Department:

Emergency Management

Department Vision - Where the department would ideally like to be
In conjunction with State Statute 323, maintain an effective emergency management program with the State Emergency Management Plan to protect and assist the citizens of Sauk county whenever a manmade, technological, to include terrorism, or natural disaster occurs. Sauk County Emergency Management coordinates effective disaster response and recovery efforts in support of local governments in the County. Through planning, training and exercising we prepare ourselves, our citizens and response personnel to minimize the loss of lives and property.

Department Mission - Major reasons for the department's existence and purpose in County government
Department Mission - To effectively reduce the effects of natural, manmade and/or technological disasters including acts of terrorism, on all inhabitants of Sauk County by continuing to evolve to meet the changing emergency management needs of Sauk County citizens and communities.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services
Promote safe community

Specific Strategic Issues Addressed
Building security.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Maintain National Incident Management System (NIMS) compliance by continuing to monitor and address changes	NIMCAST will be completed to show training and exercises have been completed.	Continue to develop a training calendar for the next year	12/1/2017
Maintain decontamination and mass casualty trailer	Maintain supplies and evaluate supply need dependent on hazard anaysis.	One (1) each - Centrally located decon and mass casualty trailer	December-17
Review Local Emergency Planning Committee (LEPC)	Proper stocking of trailer and re-evaluation of supplies. Train staff as needed.	Make changes to by-laws to ensure the Emergency Planning and Community Right-to-Know Act (EPCRA) law is being met	December-17
Exercise	Exercise reports completed. Follow 4 year training plan.	Continue with the 4 year exercise plan	December-17
Ongoing planning, education and awareness to newly developing issues	Conduct yearly hazard anaysis. Work with local first responders to identif threats and need.	To quickly and effectively deal with any new threats or problems that may present themselves	December-17
Assist all personnel involved with disaster response in obtaining required Incident Command System (ICS) & National Incident Management System (NIMS) training to assure compliance	Continue to be on-call 24?7 and offer assistance in training and incident response.	A number of classes have been offered and will continue to be offered/scheduled	December-17
Homeland Security equipment purchase and training	Apply for grants and obtain life safety equipment.	Work with the Equipment Grant Committee to properly apply and distribute grant funding made available through the Homeland Security Grants	December-17

Emergency Management

Program Evaluation						
Program Title	**Program Description**	**Mandates and References**	**2017 Budget**		**FTE's**	**Key Outcome Indicator(s)**
Emergency Management	Develop and administer all hazards emergency management, Homeland Security, and terrorism plans and programs, Respond to disasters to assist the local response agencies and disaster recovery through assisting with damage assessment to maximize the possibility of financial assistance via Federal and/or State declaration	Wis. Statutes Ch. 323	Grants	$49,250	1.13	
			TOTAL REVENUES	**$49,250**		
			Wages & Benefits	$105,551		
			Operating Expenses	$16,902		
			TOTAL EXPENSES	**$122,453**		
			COUNTY LEVY	**$73,203**		
SARA	Administer the Superfund Amendments and Reauthorization Act (SARA) Title III (Emergency Planning and Community Right-To-Know) programs including the Local Emergency Planning Committee (LEPC), Develop SARA plans	Wis. Statutes Ch. 323	Grants	$19,000	0.63	Response effectiveness based on casualties and complaints
			TOTAL REVENUES	**$19,000**		
			Wages & Benefits	$51,492		
			Operating Expenses	$16,207		
			TOTAL EXPENSES	**$67,699**		
			COUNTY LEVY	**$48,699**		
Fire Suppression	Provide for unpaid cost of fire response agencies to wild land fire	Wis. Statutes 26.14(4)	Revenues	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$0		
			Operating Expenses	$2,000		
			TOTAL EXPENSES	**$2,000**		
			COUNTY LEVY	**$2,000**		
Totals			**TOTAL REVENUES**	**$68,250**	1.75	
			TOTAL EXPENSES	**$192,152**		
			COUNTY LEVY	**$123,902**		

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Preparedness - Training (There are approximately 900 emergency response personnel in Sauk County: Fire, EMS, Law Enforcement and Public Works/Highway Departments plus the numerous public training course that is sponsored and taught)	*NIIMS/ICS training (15) **Severe Weather Training (100) *Public Awareness talk/appearances (20) *Law enforcement in-service 8 sessions (100+)	*NIIMS/ICS training *Family Reunification *Severe Weather Training *Public Awareness * Talks/appearances *Law enforcement in-service *Command Post	*NIIMS/ICS training *Family Reunification *Severe Weather Training *Public Awareness * Talks/appearances *Law enforcement in-service *Command Post Training*
Exercises	20 tabletops, 4 functional	20 tabletops, 4 functional	6 Table tops, 1 functional

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
They way to consider the outcome or our training, response and mitigation is by the effectiveness of the response to an incident.	ICS is being used more than ever. Responder safety and limited injusy have been enhanced due to effective training.	Minimal or no casualties from incidents, the response to the incidents ran smoothly with minimal or no complaints	Minimal or no casualties from incidents, the response to the incidents ran smoothly with minimal or no complaints	Minimal or no casualties from incidents, the response to the incidents ran smoothly with minimal or no complaints
Grant applied for and received	EMPG and SARA grants received for an estimated $70,000.	$20,000	$4,000	

EMERGENCY MANAGEMENT

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	112,845	114,606	124,140	93,698	93,698	123,902	30,204	32.24%
Grants & Aids	57,807	82,750	71,993	66,963	66,963	68,000	1,037	1.55%
User Fees	1,489	990	2,425	2,500	250	250	0	0.00%
Miscellaneous	8,961	0	0	0	0	0	0	0.00%
Total Revenues	181,102	198,346	198,558	163,161	160,911	192,152	31,241	19.42%
Expenses								
Labor	92,414	99,204	84,127	92,748	92,487	112,388	19,901	21.52%
Labor Benefits	45,755	47,517	29,469	29,668	29,668	44,655	14,987	50.52%
Supplies & Services	13,333	19,744	27,450	35,071	38,756	35,109	(3,647)	-9.41%
Addition to Fund Balance	29,600	31,881	57,512	5,674	0	0	0	0.00%
Total Expenses	181,102	198,346	198,558	163,161	160,911	192,152	31,241	19.42%

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	30,000	30,000
2021	0	0

Department: Emergency Management

Changes and Highlights to the Department's Budget:

The 2017 budget includes increase of program assistant support from 0.34 of a full-time equivalent (FTE) to a 0.75 FTE.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Increase FTE**			
Tax Levy	93,698	449	29,755			123,902
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	67,213	1,037				68,250
Total Funding	160,911	1,486	29,755	0	0	192,152
Labor Costs	122,155	5,133	29,755			157,043
Supplies & Services	38,756	(3,647)				35,109
Capital Outlay	0	0				0
Transfers to Other Fun	0	0				0
Addition to Fund Balan	0	0				0
Total Expenses	160,911	1,486	29,755	0	0	192,152

Issues on the Horizon for the Department:

JAIL ASSESSMENT

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Fees, Fines & Forfeitures	113,976	95,977	98,123	97,000	95,000	97,000	2,000	2.11%
Use of Fund Balance	0	13,976	0	0	0	0	0	0.00%
Total Revenues	113,976	109,953	98,123	97,000	95,000	97,000	2,000	2.11%
Expenses								
Transfer to Debt Service	100,000	109,953	98,123	97,000	95,000	97,000	2,000	2.11%
Addition to Fund Balance	13,976	0	0	0	0	0	0	0.00%
Total Expenses	113,976	109,953	98,123	97,000	95,000	97,000	2,000	2.11%
Beginning of Year Fund Balance	0	13,976	0	0		0		
End of Year Fund Balance	13,976	0	0	0		0		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

SAUK COUNTY, WISCONSIN
2017 Budget
HIGHLIGHTS

Department: Jail Assessment

Changes and Highlights to the Department's Budget:

Accounts for the portion of court imposed fines or forfeitures ordered under Wisconsin Statutes subsection 302.46 for use in "construction, remodeling, repair or improvement of county jails and for costs related to providing educational and medical services to inmates".

In response to decreasing collections, estimated revenues and subsequent transfers to debt service have been reduced. Jail assessment revenues are transferred to debt service for repayment of principal and interest on Law Enforcement Center construction debt.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy						0
Use of Fund Balance or Carryforward Funds						0
All Other Revenues	95,000	2,000				97,000
Total Funding	95,000	2,000	0	0	0	97,000
Labor Costs						0
Supplies & Services						0
Capital Outlay						0
Transfer to Debt Service	95,000	2,000				97,000
Total Expenses	95,000	2,000	0	0	0	97,000

Issues on the Horizon for the Department:

In 2021, the last of the debt service for the Law Enforcement Center will be paid off. After that, jail assessment revenues can be used to fund jail facility costs so long as these costs are within the statutory limits.

Register in Probate / Juvenile Clerk of Court

Department Vision - Where the department would ideally like to be

Within the given parameters of the revised state statutes for guardianship and protective placement proceedings will continue to strategize to effectively manage pro-se filings in these cases with the goal of reducing time expended by departmental personnel and the assigned Guardian ad Litem and promote individuals filing these proceedings to independently complete all requirements or secure legal counsel familiar with process to assist them. Within the given parameters of the state statutes and CCAP mandates will adapt departmental operations to accommodate new technology and processes for identified case filings.

Department Mission - Major reasons for the department's existence and purpose in County government

To maintain records and perform statutory functions pertaining to Formal and Informal Probate proceedings, Juvenile Termination of Parental Rights, Juvenile and Adult Adoptions, Juvenile and Adult Guardianships, Juvenile and Adult Mental Commitments, Children in Need of Protection and Services (CHIPS), Juveniles in Need of Protection and Services (JIPS), Juvenile Delinquencies. The office serves the general public, attorneys, court personnel, and justice partners by providing forms, assistance, and information relative to probate case types under Wisconsin State Statutes 814.851 through 879, Chapters 51, 54, 55; children and juvenile case types under Wisconsin State Statutes 48 and 938.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Promote safe community

Development of cultural, social, and community values

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Effectively and efficiently manage the processing and destruction of juvenile and guardianship case files. Attaining the appropriate date of destruction.	Files maintained per confidential retention standards.	Purge juvenile and guardianship hard files and maintain CCAP court records in accordance with state mandated retention schedule.	12/31/2017
Decrease the allotted time expended for processing in-office filings for pro-se documents, increase staff availability to work with customers.	Reduce time spent in excess of 45 mins by 10%.	Explore the financial feasibility and benefit of adding one part-time or one full-time position within the department.	12/31/2017
Increase court staff accessibility to all case filings via CCAP for purposes of in-court processing and increase public/legal counsel accessibility to open records via CCAP.	Conversion to and utilization of electronic filing.	Initiated scanning documents in new case filings beginning January 2, 2015. Proposed electronic filing to begin 2016. Continue to evaluate processes and efficiency.	12/31/2017
Reduce the number of pro se juvenile guardianship filings.	Coordinate screening and filings with DHS/Probate.	Determine alternate strategies to juvenile guardianship filings within state statutes.	12/31/2017

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Register in Probate	Process all county related cases in a timely manner, given the extraneous circumstances arising from case types involving multiple parties, pre-death personal or property matters; severity of situations concerning guardianship or involuntary commitment proceedings. The ever-changing dynamics of statutory changes and form revisions presented for probate create a challenging environment within which the Probate staff need to continually adjust and adapt.	WSS 814.851 through 879, Ch. 51, 54, 55,	User Fees	$22,000	1.35	Probate/Guardianship cases filed.
			TOTAL REVENUES	**$22,000**		
			Wages & Benefits	$90,968		
			Operating Expenses	$18,677		
			TOTAL EXPENSES	**$109,645**		
			COUNTY LEVY	**$87,645**		
Juvenile Clerk of Court	Process all county related cases in a timely manner, given the extraneous circumstances arising from severity of charges filed against or on behalf of children and juveniles. The ever-changing dynamics of statutory changes and the cases presented for the juvenile court system create a challenging environment within which Juvenile Clerk of Court staff need to continually adjust and adapt.	Ch. 48, 51, 54, 938	User Fees	$500	0.65	Probate/Guardianship cases filed.
			Grants & Aids	$500		
			TOTAL REVENUES	**$1,000**		
			Wages & Benefits	$46,304		
			Operating Expenses	$19,145		
			TOTAL EXPENSES	**$65,449**		
			COUNTY LEVY	**$64,449**		

Register in Probate / Juvenile Clerk of Court

Court Appointed Special Advocate (CASA)	Provide dedicated advocates for abused and neglected children within the Sauk County court system.		User Fees	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$0		
			Operating Expenses	$50,000		
			TOTAL EXPENSES	**$50,000**		
			COUNTY LEVY	**$50,000**		
Totals			**TOTAL REVENUES**	**$23,000**	2.00	
			TOTAL EXPENSES	**$225,094**		
			COUNTY LEVY	**$202,094**		

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Probate cases filed / Wills for filing only	329	273	275
Juvenile / Adult Guardianships / Protective Placements filed	51	70	70
Juvenile / Adult Mental Commitments filed	119	115	115
Children in Need of Protection and Services (CHIPS) filed	25	20	20
Juvenile Delinquency / Juveniles in Need of Protection and Services (JIPS) filed	40	40	45
Juvenile Injunctions filed	8	5	5
Termination of Parental Rights / Adoption filed	35	31	31

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Walk-in inquiries / filings	Individual cases are filed and processed given statutory guidelines and on a case by case basis working with the court, attorneys, and the public	20-90 minutes-dependent on nature of inquiry or filing	20%-15 mins 60%-15-45 mins 20%-45+ mins	20%-15 mins 70%-15-45 mins 10%-45+ mins
Mail inquiries / filings	Same as above	1-2 day response/return	80% - 1 day processing 20% - 2+ days processing	80% - 1 day processing 20% - 2+ days processing
Formal Probate proceedings	Same as above	12 month closure per statute	60% = 12 month closure	60% = 12 month closure
Informal Probate proceedings	Same as above	12 month closure per statute	80% = 12 month closure	80% = 12 month closure
Ancillary Probate proceedings	Same as above	6 month closure per statute	80% = 6 month closure	80% = 6 month closure
Juvenile Terminations and Adoptions	Same as above	30 days from filing of petition	100% = 30 days	100% = 30 days
Juvenile Delinquencies and JIPS	Same as above	30-60 days from filing of petition	90% = 30-60 days	90% = 30-60 days
CHIPS	Same as above	45-60 days from filing of petition	90% = 45-60 days	90% = 45-60 days
Juvenile Injunctions	Same as above	1.45 hr-filing / 12 days to injunction hearing	1.45 hr-filing / 12 days to injunction hearing	1.45 hr-filing / 12 days to injunction hearing
Adoptions/Termination of Parental Rights	Same as above	.50 min-filing/less than 30 days for hearing	.50 min-filing/less than 30 days for hearing	.50 min.-filing/less than 30 days for hearing
Juvenile Guardianships	Same as above	1-2 hours filing for 48 hrs emergency temporary hearing. 3 weeks-permanent hearing.	1-2 hours filing for 48 hrs emergency temporary hearing. 3 weeks-permanent hearing.	1-2 hours filing for 48 hrs emergency temporary hearing. 3 weeks-permanent hearing.
Adult Guardianships	Same as above	.50 min-filing/3-5 wks-permanent hearing.	.50 min-filing/3-5 wks-permanent hearing.	.50 min-filing/3-5 wks-permanent hearing.

REGISTER IN PROBATE

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	135,886	134,127	125,653	146,524	146,524	202,094	55,570	37.93%
Grants & Aids	0	258	447	500	1,000	500	(500)	-50.00%
User Fees	26,232	34,379	28,912	22,500	22,800	22,500	(300)	-1.32%
Use of Fund Balance	0	0	6,342	0	0	0	0	0.00%
Total Revenues	162,118	168,764	161,354	169,524	170,324	225,094	54,770	32.16%
Expenses								
Labor	88,525	91,309	113,404	106,078	106,078	109,735	3,657	3.45%
Labor Benefits	33,297	18,002	25,726	26,566	26,566	27,537	971	3.66%
Supplies & Services	22,001	14,505	22,224	36,785	37,680	87,822	50,142	133.07%
Addition to Fund Balance	18,295	44,948	0	95	0	0	0	0.00%
Total Expenses	162,118	168,764	161,354	169,524	170,324	225,094	54,770	32.16%

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

During 2016 budget adoption, the County Board added $50,000 for reactivation of the Court Appointed Special Advocate (CASA) program. This program provides dedicated advocates for abused and neglected children within the Sauk County court system. CASA is administered through a contract with Hope House, in coordination with the Department of Human Services, Corporation Counsel, and the Sauk County court system.

Continue to work with the Clerk of Courts, entering tax intercept, judgments and collections for unpaid legal fees incurred in delinquency, Children in Need of Protection and Services (CHIPS), and Terminations of Parental Rights (TPR) cases. This process applies to new cases filed and not reimbursed within the given time parameters allowed.

It is anticipated that there are no significant changes in expenditures for the Register in Probate / Juvenile Clerk of Court office during calendar year 2017. The only potential exception during this period will be unexpected legal and psychological fees - in excess of budgeted amounts - in connection with unanticipated trials for case types within either Register in Probate or Juvenile Clerk of Courts cases.

Per request of the Court the Register in Probate/Juvenile Clerk of Court began imaging all case type files beginning January 2, 2015. The department will continue to coordinate this process with Consolidated Court Automation Programs (CCAP) personnel for monitoring. The department will also coordinate this process through list serve contacts with counties currently utilizing the process. The court system has been advised that electronic filing for Probate/Juvenile case types will be instituted within the next three years. At this time it does not appear that this process will have a fiscal impact on the department.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**CASA**			
Tax Levy	146,524	5,570	50,000			202,094
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	23,800	(800)				23,000
Total Funding	170,324	4,770	50,000	0	0	225,094
Labor Costs	132,644	4,628				137,272
Supplies & Services	37,680	142	50,000			87,822
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	170,324	4,770	50,000	0	0	225,094

Issues on the Horizon for the Department:

Unknown effect of the state budget on county funding in general. Due to continued requested extensions for filing of Inventories by legal counsel there is a result in deferred payment of filing fees beyond the calendar year which impacts our revenue base. It is anticipated that this trend will continue during 2016. Due to nonpayment of court ordered legal fees for court appointed counsel the department has implemented tax intercept and judgments. It is uncertain if these amounts will be recouped at a later date, despite these efforts due to the unemployment rate of this population. It is not anticipated that projected electronic filing will have a fiscal impact on the department.

Sheriff's Department

Department Vision - Where the department would ideally like to be

To utilize the staff and resources of the Sauk County Sheriff's Office efficiently and effectively; to maintain the high level of training and equipment for staff; to continue to build crime prevention strategies and programs; to coordinate area-wide police, fire, and ambulance services during emergency situations; to insure the safety and humane treatment of inmates by providing medical care, religious observation opportunities, educational programs, social skills training, job skills training and other services.

Department Mission - Major reasons for the department's existence and purpose in County government

To protect and serve the citizens and visitors of Sauk County with professional, responsible and timely law enforcement through the combined efforts of all divisions within the Office of the Sheriff.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services
Promote safe community
Encourage economic development
Stewardship of natural resources
Development of cultural, social, and community values

Specific Strategic Issues Addressed

Drugged/drunk drivers. Law enforcement staffing.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Combat increasing drug sales and usage within the County	Decrease in overdoses	Change project position to regular position in order to continue drug investigations	12/31/2017
To reduce violent crimes and property crimes	Decrease in violent crimes	Continue to develop crime prevention programming throughout the County. Concentrated patrol and enforcement efforts such as Drug intervention activities.	12/31/2017
Create a more efficient procedure for hiring	By decreasing the amount of time that positions are left vacant.	Decreasing the time for the hiring process in order to decrease the time with vacancies within the Department.	12/31/2017
Maintain highway safety grants.	Amount of revenue generated	Minimize fatalities and reduce traffic crashes.	12/31/2017
Create a Junior Deputy Program		Involve youth with Law Enforcement for a positive role model	12/31/2017
Increase Deputy involvement in schools	Amount of time spent in the schools.	Create better interaction with you and improve safety and security in the schools.	12/31/2017

Sheriff's Department

Program Evaluation						
Program Title	**Program Description**	**Mandates and References**	**2017 Budget**		**FTE's**	**Key Outcome Indicator(s)**
Field Services	Patrol activities for crime detection, investigation and prevention. Response to citizen calls for assistance and complaint \ conflict resolution. Traffic patrol and enforcement. Accident crash investigations. Criminal investigations. Record and serve arrest warrants. Record and serve civil process papers. Range - Monthly weapons training and qualification for officer safety and proficiency. Special Events - Parades, house moves, crowd and traffic control for large public events and gatherings. Field Training Officer Program to train all new employees. Accident Reduction - Patrol and traffic enforcement efforts to reduce injury and fatal traffic crashes. Crime Reduction - Criminal investigations and arrests to deter criminal activities and bring to justice those who commit crimes. Humane Officer Program to investigate animal abuse complaints. Accident Reconstruction, Juvenile Delinquency Program - program to assist our schools, Human Services and the public with delinquency and prevention. Crime Stoppers Program - Reward system for citizens to report suspects of crime. Mobile Data Terminal program to provide officers with direct data information from the Time System, Records Management Systems and TRACS. Prisoner Transport- Court, Warrants, Human Services.		User Fees / Misc	$158,988	41.00	Number of complaints about officers per number of calls / contacts Warrant Served/Warrants Issued Violent crime arrests to occurrences (murder, manslaughter, rape, robbery and aggravated assault)
			Grants	$49,000		
			TOTAL REVENUES	**$207,988**		
			Wages & Benefits	$3,571,549		
			Operating Expenses	$454,900		
			TOTAL EXPENSES	**$4,026,449**		
			COUNTY LEVY	**$3,818,461**		
Jail	Maintain a County Jail & Huber facility. Inmate Programs - Education programs to reduce recidivism. Electronic Monitoring Program - Jail Inmate bracelet program. Field Training Officer Program to train all new employees. Providing a Community Service program for Huber Inmates. Maintain PREA Compliance 28CFR115.111	Wis. Admin. Code DOC 348/350	User Fees / Misc	$910,421	75.50	GED Program Inmate participation (GED or HSED) Anger Management Inmate participation/completion Cognitive Intervention Inmate participation/completion Employability participation / completion
			Grants	$10,000		
			Use of Carryforward	$0		
			TOTAL REVENUES	**$920,421**		
			Wages & Benefits	$5,517,452		
			Operating Expenses	$881,250		
			TOTAL EXPENSES	**$6,398,702**		
			COUNTY LEVY	**$5,478,281**		
Court Security	Courthouse Security for 4 courtrooms and building offices.	Wis. Stats. 59.27	User Fees / Misc	$366,616	4.00	
			Grants			
			TOTAL REVENUES	**$366,616**		
			Wages & Benefits	$362,776		
			Operating Expenses	$3,200		
			TOTAL EXPENSES	**$365,976**		
			COUNTY LEVY	**($640)**		
Dispatch	911 PSAP (Public Service Answering Point) Dispatch Center and TIME System (Transaction of Information for Management of Enforcement) communications terminal for law enforcement, EMS (Emergency Medical Services) and fire. Field Training Officer Program to train all new employees. Power Phone Program - Emergency Medical First Aid program over the phone by 911 Dispatchers. MABAS (Mutual Aid Box Alarm System) Division 131 Dispatch Center.		User Fees / Misc	$0	14.58	
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$981,331		
			Operating Expenses	$21,864		
			TOTAL EXPENSES	**$1,003,195**		
			COUNTY LEVY	**$1,003,195**		

Sheriff's Department

Administration & Support	Fleet & Equipment Management - Maintaining and purchasing all Department vehicles and special equipment. Recruit\Test\Hiring - Replacing vacant positions with qualified personnel. Employee applicants background investigations program. Grants- Including armor vests for officers, alcohol & speed reduction patrol & enforcement, Ho-Chunk Tribal Grant and Drug Enforcement Grants. Internal Affairs Program - maintaining employee standards and discipline for liability, efficiency and public trust. Vehicle Registration - Motor vehicle license registration program to assist our citizens from having to drive to Madison. Public Open Records Requests including statistics and questionnaires. Uniform Crime Reports program - Mandated State and Federal government monthly reporting on reported crimes and arrests. Triad - Senior Citizens, Sheriff and Police Agencies cooperating to reduce victimization of the elderly. In-service Training - Mandated 24 hours per officer per Wis. Training and Standards Board Requirements. Special Training - Certifications and special training to improve the performance and efficiency of employees. Automated External Defibrillators - Training all Dept. employees on using Automated External Defibrillators and obtaining them for all squad cars to help save lives caused by heart attacks. Child Fingerprinting. Honor Guard. Continuous recruitment program. Budget preparation and Management. Policy and procedure development and management. Coordination of training for Departmental members.	Wis. Stats. 59.27	User Fees / Misc	$48,480	11.00	Percent of overtime as compared to overall payroll
			Grants	$0		
			TOTAL REVENUES	**$48,480**		
			Wages & Benefits	$873,817		
			Operating Expenses	$372,122		
			TOTAL EXPENSES	**$1,245,939**		
			COUNTY LEVY	**$1,197,459**		
Special Teams	Water safety patrol and rescue services. ERT. (Emergency Response Team) responds to high risk calls involving weapons or barricaded suspects. CIN (Critical Incident Negotiations Team) handles suicide and armed barricaded suspects. Dive Team - Water rescue, body and evidence recovery. K-9 Program - Drug enforcement and missing persons searches. Drug Unit - Special Drug Enforcement Unit (police departments and Sheriff's Department members). Honor Guard, Project Lifesaver.	Wis. Stats. 59.27	User Fees / Misc	$10,000	-	
			Grants	$0		
			TOTAL REVENUES	**$10,000**		
			Wages & Benefits	$0		
			Operating Expenses	$2,017		
			TOTAL EXPENSES	**$28,400**		
			COUNTY LEVY	**$18,400**		
Transport	Civilian employees hired as Limited Term Employees to transport non-violent inmates, juveniles, and mental health patients. Reduces the use of sworn officers on overtime.	Wis. Stats. 59.27	User Fees / Misc	$43,902	3.56	
			Grants	$0		
			TOTAL REVENUES	**$43,902**		
			Wages & Benefits	$104,541		
			Operating Expenses	$11,625		
			TOTAL EXPENSES	**$116,166**		
			COUNTY LEVY	**$72,264**		
Outside Agency Appropriations	Animal Shelter and Sauk County Disabled Parking Enforcement Assistance Council		User Fees / Misc	$0	-	
			Grants	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$0		
			Operating Expenses	148,300		
			TOTAL EXPENSES	**$148,300**		
			COUNTY LEVY	**$148,300**		

Sheriff's Department

Outlay	Field Services squad cars - 8	$216,000	Use of Fund Balance	$25,000	-	
	Admin Squad	$27,000	Grants	$0		
	Prisoner transport van	$25,000	**TOTAL REVENUES**	**$25,000**		
	Boat and Motor	$25,000	Operating Expenses	$293,000		
			TOTAL EXPENSES	**$293,000**		
			COUNTY LEVY	**$268,000**		
Totals			**TOTAL REVENUES**	**$1,622,407**	149.64	
			TOTAL EXPENSES	**$13,626,127**		
			COUNTY LEVY	**$12,003,720**		

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimated**	**2017 Budget**
Field Services Division calls for Service	15,465	16,050	17,000
Arrests	4,326	4,400	4,500
Traffic Accidents	1,222	1,300	1,300
Civil Process	1,937	1,950	2,000
Transports	1,427	1,334	1,350
Bookings	2,938	2,900	2,950
Warrant Arrests	763	670	650

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimated**	**2017 Budget**
Warrant Served/Warrants Issued	The Deputies have been actively trying to check addresses for warrants	754/1065	670/690	650/700
GED Program Inmate (GED or HSED)	Inmates are participating in the programs provided	9	9	9
Anger Management Inmate participation/completion	Inmates are participating in the programs provided	23/36	12/20	15/30
Parenting	Inmates are participating in the programs provided	19/23	10/20	20/25
Employability participation/completion	Inmates are participating in the programs provided	24/30	26/36	25/35
Community Service hours by Inmates	Inmates that are unable to find a job are provided hours to non-profits	7,258	7,000	7,000

SHERIFF

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	11,609,689	11,495,013	11,641,761	11,908,868	11,908,868	12,003,720	94,852	0.80%
Grants & Aids	140,038	113,214	131,480	101,171	107,968	107,968	0	0.00%
Fees, Fines & Forfeitures	3,700	5,632	7,848	6,600	6,800	6,800	0	0.00%
User Fees	541,398	501,756	607,138	469,704	559,800	554,800	(5,000)	-0.89%
Intergovernmental	1,303,107	1,189,125	1,132,465	1,095,109	827,209	910,339	83,130	10.05%
Donations	2,615	8,355	7,535	5,000	5,000	5,000	0	0.00%
Miscellaneous	8,284	10,826	36,170	56,654	312,229	12,500	(299,729)	-96.00%
Use of Fund Balance	0	0	0	0	0	25,000	25,000	0.00%
Total Revenues	13,608,831	13,323,921	13,564,397	13,643,106	13,727,874	13,626,127	(101,747)	-0.74%
Expenses								
Labor	7,434,077	7,483,228	7,993,313	8,103,569	8,114,040	8,220,174	106,134	1.31%
Labor Benefits	3,223,252	3,181,245	2,978,748	2,993,095	3,073,195	3,191,292	118,097	3.84%
Supplies & Services	1,842,866	1,933,296	1,840,816	1,717,017	1,920,410	1,921,661	1,251	0.07%
Capital Outlay	242,508	250,388	250,817	320,500	620,229	293,000	(327,229)	-52.76%
Addition to Fund Balance	866,128	475,764	500,703	508,925	0	0	0	0.00%
Total Expenses	13,608,831	13,323,921	13,564,397	13,643,106	13,727,874	13,626,127	(101,747)	-0.74%

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Outlay	Total Expense Amount	Property Tax Levy Impact
Admin Squad Car	27,000	27,000
Field Services Squad Cars - 8	189,000	189,000
Field Services Unmarked Squad	27,000	27,000
Boat & Motor	25,000	0
Prisoner Transport Van	25,000	25,000
2017 Total	293,000	268,000
2018	268,000	268,000
2019	350,000	350,000
2020	297,000	297,000
2021	323,000	323,000

In addition to the costs shown directly in the Sheriff's Department budget, the Debt Service fund contains principal and interest payments totaling $1,174,051 in 2016 and $1,077,506 in 2017 for debt service on construction of the law enforcement center.

Further costs related to general building services, such as utilities and maintenance staff, are included in the Building Services budget. These costs total $685,614 in 2016 and $916,370 in 2017 which includes $230,000 outlay.

Includes Budgeted Outside Agency Requests:
Sauk County Humane Society $147,000
Disabled Parking Enforcement $1,300

SAUK COUNTY, WISCONSIN
2017 BUDGET
HIGHLIGHTS

Department: SHERIFF

Changes and Highlights to the Department's Budget:

Change 1
There has been an increasing amount of Sheriff Sales for Civil Process in 2016; therefore increasing civil process fees.

Change 2
The FCC has limited phone charges; therefore decreasing telephone revenues.

Change 3
Fuel has been decreasing in price per gallon; therefore decreasing the fuel line item.

Change 4
Increasing housing revenue from 22 inmates to 26 inmates based on averages

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	Change 4		2017 Budget Request
Description of Change			**Increase in Civil Process**	**Increase in Electronic Monitoring**	**Decrease in Fuel Prices**	**Increase in housing revenue**		
Tax Levy	11,908,868	49,720	(10,000)	10,000	(30,000)	75,132		12,003,720
Use of Fund Balance or Carryforward Funds	299,729	(274,729)						25,000
All Other Revenues	1,519,277	123,262	10,000	(10,000)	30,000	(75,132)		1,597,407
Total Funding	13,727,874	(101,747)	0	0	0			13,626,127
Labor Costs	11,187,235	224,231						11,411,466
Supplies & Services	1,920,410	1,251						1,921,661
Capital Outlay	620,229	(327,229)						293,000
Transfers to Other Funds	0	0						0
Addition to Fund Balance	0	0						
Total Expenses	13,727,874	(101,747)	0	0	0	0		13,626,127

Issues on the Horizon for the Department:

Housing revenue currently offsets the property tax request; however, if we lose rentals in the future we would need to offset the loss in revenue.

Land Resources Functional Group
2017 BUDGET

MISSION STATEMENT

To protect and enhance the health, safety, welfare, and quality of life, of the citizens of Sauk County, through the coordination of the various land related efforts; to improve the efficiency of these functions through collaboration and the modernization of land records systems, and to educate the public regarding the availability of these tools and services.

VISION STATEMENT

The coordinated operation of land resources functions, to provide information, education and services to the public in an efficient and effective manner.

ELEMENT(S) OF COUNTYWIDE MISSION FULFILLED

Fiscally Responsible Essential Services
Safe Community
Stewardship of Natural Resources
Development of cultural, social, and community values

GOALS

GOAL	OBJECTIVE	
Goal 1: Promote the responsible use and stewardship of land resources through conservation, preservation and education	Encourage stakeholder engagement and collaboration Encourage the responsible use of land resources Implementation of Sauk County's Comprehensive Plan and Outdoor Recreation plan	Ongoing
Goal 2: Reduce departmental barriers through the sharing of information and resources and the coordinated acquisition of resources for the modernization and maintenance of Land Records information.	Continuous improvement of internal processes Continue efforts to standardize land information resources Develop web applications to enhance service delivery Utilize and maintain the Land Records Modernization Plan Collaborate regularly as a functional group to address issues	Ongoing
Goal 3: Increase awareness of County services through public outreach and improved access to land information	Better utilize web site by posting more information regarding land information issues Improve public use of land information resources	Ongoing

Arts and Culture

Department Vision - Where the department would ideally like to be

To ensure that all citizens have equal opportunities to participate in the arts, history, and cultural activities. To coordinate efforts among agencies to ensure that Sauk County protects and nurtures the unique cultural heritage of the County. To make Sauk County a community known for its diverse and wide array of art, history and cultural events, and activities. To create an environment conducive to a sustained artistic and cultural presence for generations to come.

Department Mission - Major reasons for the department's existence and purpose in County government

To advocate the creation, development, preservation, and presentation of activities to expand the presence of the arts, humanities, and historic resources in all parts of Sauk County.

Elements of Countywide Mission Fulfilled

Development of cultural, social, and community values

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Update and improve the annual Arts, Humanities and Historic Preservation (AHHP) and monthly Good Idea grant programs.	Track feedback from task force comprised of former grant applicants, arts and culture professionals and Sauk County Supervisors to ensure changes are effective.	Improve and streamline the AHHP and Good Idea grant application processes.	1/31/2017
Increase the number and variety of AHHP and Good Idea grant applicants by improving outreach efforts to new and diverse grant applicants.	Track the number of new grant applicants each year.	Improve the AHHP website and strengthen social media presence on the Sauk County Facebook page. Develop a network of Arts, Humanities and Historic Preservation contacts throughout the county to help promote the grant programs.	1/31/2017
The economic impact of the Sauk County Arts and Culture program is measured and shared publicly.	Track feedback from task force comprised of former grant applicants, arts and culture professionals and Sauk County Supervisors to ensure changes are effective.	Improve AHHP and Good Idea grant final report forms to ensure Sauk County is able to measure the impact of the grant programs.	3/1/2017
Ensure Sauk County is a desirable place to live and work in part due to a vibrant arts and culture scene.	Sauk County cultural assets are appreciated and recognized.	Ensure that Sauk County's cultural assets are included in the County's creative placemaking initiative.	12/31/2017

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Arts and Culture	Landmarks Registry: Per Wisconsin State Statutes the Landmarks Registry is designed to recognize areas of specific historical interest in the county. The registry raises awareness of the importance of preservation issues. AHHP and Good Idea grant Programs: Administer annual and monthly grant programs. Information: Through the use of Sauk County's website provide information relevant to the arts and cultural activities throughout Sauk County.	Chapter 38	Grants	$7,010	Comm. Per Diem	
			User of Fund Balance	$0		
			TOTAL REVENUES	**$7,010**		
			Wages & Benefits	$647		
			Operating Expenses	$75,125		
			TOTAL EXPENSES	**$75,772**		
			COUNTY LEVY	**$68,762**		
Totals			**TOTAL REVENUES**	**$7,010**	-	
			TOTAL EXPENSES	**$75,772**		
			COUNTY LEVY	**$68,762**		

Output Measures - How much are we doing?

Description	2015 Actual	2016 Estimate	2017 Budget
Number of Arts, Culture and Historic Preservation (AHHP) grants awarded	16	15	20
Number of Good Idea grants awarded	10	15	15

Key Outcome Indicators / Selected Results - How well are we doing?

Description	What do the results mean?	2015 Actual	2016 Estimate	2017 Budget
Dollars awarded through Arts, Culture and Historic Preservation grant process	This is the contribution Sauk County has made to the priority arts, culture and historic preservation programs through the AHHP grant program.	$52,629	$47,600	$50,000
Dollars leveraged due to Arts, Culture and Historic Preservation grants being awarded (total cost of projects)	These are the dollars leveraged by Sauk County's annual contribution to arts, culture and historic preservation programs.	$585,410	$571,232	$250,000
Dollars awarded through Arts, Culture and Historic Preservation Good Idea grant process	This is the contribution Sauk County has made to the priority arts, culture and historic preservation programs through the Good Idea Grant program.	$4,880	$6,000	$6,000
Percent of grantees that indicate they could not offer the program without Sauk County grant funding.	Sauk County's contribution to Arts and Culture is critical to the success of arts, humanities and historic preservation programs throughout the County.	100%	100%	100%

Changes and Highlights to the Department's Budget:

2017 Sauk County Historical Society increased their budget request from $11,000 to $15,000.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change			**Sauk County Historical Society**			
Tax Levy	64,762	0	4,000			68,762
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	7,010	0				7,010
Total Funding	71,772	0	4,000	0	0	75,772
Labor Costs	647	0				647
Supplies & Services	71,125	0	4,000			75,125
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	71,772	0	4,000	0	0	75,772

Issues on the Horizon for the Department:

CDBG-ED REVOLVING LOANS

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Interest	30,535	8,431	18,216	16,431	14,971	14,937	(34)	-0.23%
Miscellaneous	37,748	193,232	41,291	36,329	36,329	37,814	1,485	4.09%
Transfer from CDBG-FRSB	55,581	43,389	28,277	23,638	30,000	2,400	(27,600)	-92.00%
Use of Fund Balance	0	131,537	0	0	444,134	527,125	82,991	18.69%
Total Revenues	123,864	376,589	87,784	76,398	525,434	582,276	56,842	10.82%
Expenses								
Supplies & Services	10	376,589	0	0	525,434	582,276	56,842	10.82%
Addition to Fund Balance	123,854	0	87,784	76,398	0	0	0	0.00%
Total Expenses	123,864	376,589	87,784	76,398	525,434	582,276	56,842	10.82%
Beginning of Year Fund Balance	370,626	494,480	362,943	450,727		527,125		
End of Year Fund Balance	494,480	362,943	450,727	527,125		(0)		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Changes and Highlights to the Department's Budget:

The 2017 Community Development Block Grant - Economic Development (ED) budget includes the five known loans and their repayments. At this time, all loans are current in their payments. Also, repayments of Flood Recovery Small Business (FRSB) loans are transferred to the ED program to be re-loaned as applications are approved; the budget is based on one FRSB loan remaining. This budget includes loans equal to estimated fund balance.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	0	0				0
Use of Fund Balance or Carryforward Funds	444,134	82,991				527,125
All Other Revenues	81,300	(26,149)				55,151
Total Funding	525,434	56,842	0	0	0	582,276
Labor Costs	0	0				0
Supplies & Services	525,434	56,842				582,276
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	525,434	56,842	0	0	0	582,276

Issues on the Horizon for the Department:

The County will market this program to enable more applicants for loans. Administrative time and effort will increase in this program as additional loans are approved.

CDBG-FLOOD RECOVERY SMALL BUSINESS (FRSB)

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Interest	12,228	8,433	5,616	(22,031)	6,500	900	(5,600)	-86.15%
Miscellaneous	43,353	34,956	22,662	45,669	23,500	1,500	(22,000)	-93.62%
Use of Fund Balance	0	57	0	0	0	0	0	0.00%
Total Revenues	55,581	43,446	28,277	23,638	30,000	2,400	(27,600)	-92.00%
Expenses								
Supplies & Services	0	57	0	0	0	0	0	0.00%
Transfer to Other Funds	55,581	43,389	28,277	23,638	30,000	2,400	(27,600)	-92.00%
Total Expenses	55,581	43,446	28,277	23,638	30,000	2,400	(27,600)	-92.00%
Beginning of Year Fund Balance	57	57	0	0		0		
End of Year Fund Balance	57	0	0	0		0		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0

Department: CDBG FRSB

Changes and Highlights to the Department's Budget:

Repayment for these twenty-two Community Development Block Grant Flood Recovery Small Business (FRSB) non-interest bearing loans was due throughout 2011. Currently, two loans remain outstanding as re-negotiated interest bearing loans. The repaid funds are transferred to the CDBG ED (Economic Development) fund to capitalize additional business loans. The 2017 budget is based on 2016 collection plans for the remaining loans.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	0	0				0
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	30,000	(27,600)				2,400
Total Funding	30,000	(27,600)	0	0	0	2,400
Labor Costs	0	0				0
Supplies & Services	0	0				0
Capital Outlay	0	0				0
Transfers to Other Funds	30,000	(27,600)				2,400
Addition to Fund Balance	0	0				0
Total Expenses	30,000	(27,600)	0	0	0	2,400

Issues on the Horizon for the Department:

CDBG-HOUSING REHABILITATION

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Grants & Aids	0	0	0	0	0	0	0	0.00%
Interest	0	4	2	2	0	0	0	0.00%
Miscellaneous	13,301	1,900	29,507	5,545	20,000	20,000	0	0.00%
Use of Fund Balance	0	12,525	0	0	0	0	0	0.00%
Total Revenues	13,301	14,429	29,508	5,547	20,000	20,000	0	0.00%
Expenses								
Supplies & Services	801	14,429	26,313	892	20,000	20,000	0	0.00%
Addition to Fund Balance	12,500	0	3,195	4,655	0	0	0	0.00%
Total Expenses	13,301	14,429	29,508	5,547	20,000	20,000	0	0.00%
Beginning of Year Fund Balance	0	12,500	(25)	3,170		7,825		
End of Year Fund Balance	12,500	(25)	3,170	7,825		7,825		

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

SAUK COUNTY, WISCONSIN
2017 BUDGET
HIGHLIGHTS

Department: CDBG HOUSING REHAB

Changes and Highlights to the Department's Budget:

The Community Development Block Grant Housing Rehabilitation Program provides funding for housing rehabilitation to residents who qualify based on program parameters. Funding contract ended October 31, 2012. Repayment Housing Rehabilitation loans will be re-loaned as approved. This budget includes an average loan based on repayment dollars , assuming repayment dollars are available.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	2017 Budget Request
Description of Change						
Tax Levy	0	0				0
Use of Fund Balance or Carryforward Funds	0	0				0
All Other Revenues	20,000	0				20,000
Total Funding	20,000	0	0	0	0	20,000
Labor Costs	0	0				0
Supplies & Services	20,000	0				20,000
Capital Outlay	0	0				0
Transfers to Other Funds	0	0				0
Addition to Fund Balance	0	0				0
Total Expenses	20,000	0	0	0	0	20,000

Issues on the Horizon for the Department:

Conservation, Planning, & Zoning

Department Vision - Where the department would ideally like to be
The Conservation, Planning, and Zoning Department strives to integrate economic, social, and environmental strategies to enhance, improve, and maintain Sauk County now and for future generations.

Department Mission - Major reasons for the department's existence and purpose in County government
To conserve natural, cultural, and community resources by promoting, planning, and implementing efficient and effective programs.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services
Encourage economic development
Stewardship of natural resources
Development of cultural, social, and community values

Specific Strategic Issues Addressed
Parks/trails development. Placemaking.
Safe community
Stewardship of Natural Resources

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Implement planning and zoning practices with stakeholder input to secure a sustainable local economy and protection of natural resources.		Annual monitoring of the farmland preservation plan to ensure DATCP compliance.	Yearly.
		Complete a comprehensive revision of the County Land Division and Subdivision Regulations Ordinance (Chapter 22) .	12/31/2017
		Implementation of the Placemaking Initiative	12/31/2018
		Monitor and update the Zoning Ordinance (Chapter 7) as needed	Ongoing and As Requested
		Update the Uniform Citation Ordinance as it relates to Chapter 7, Chapter 25 and Chapter 22.	12/31/2017
		Provide planning assistance to other county departments and committees.	Ongoing and As Requested
		Provide planning assistance to the Great Sauk Trail - Tier 1 Construction process	12/31/2017
		Complete process of entering/scanning planning and zoning related and BOA records into new computer tracking system.	12/31/2017
		Provide planning assistance to the Baraboo River Corridor Plan / Baraboo-Reedsburg implementation.	12/31/2018
		Complete the Land and Water Resource Management Plan	12/31/2017
		Assist in the development of special purpose planning processes and studies that further the goals and implementation efforts of local comprehensive plans.	Ongoing and As Requested

Conservation, Planning, & Zoning

Enhance and protect Sauk County's natural environment and working agricultural lands.		Organize and administer annual Clean Sweep event(s) to dispose of hazardous materials.	06/2017 and 10/2017
		Maintain and assess the Agricultural Plastics Recycling Program.	12/31/2017
		Continue intergovernmental cooperative efforts with local municipalities in order to apply shoreline and flood plain regulations.	Ongoing and As Requested
		Provide at least four school programs to educate youth and promote awareness of natural resources.	6/30/2017
		Implement the established complaint driven enforcement of the County's Manure Management Ordinance (Chapter 26)	12/31/2017
		Provide a minimum of two youth and adult environmental education activities in the county.	12/31/2017
		Promote and support initiatives to reduce and eliminate problematic populations of invasive species.	Ongoing and As Requested
Disseminate information through a variety of avenues in order to assist community leaders and the general public.		Work with the Mapping and MIS Departments to ensure that all pertinent Departmental information and resources are accessible via the County's web site, GIS system and Granicus.	Ongoing Evaluation
		Monitor best practices and distribute information about Departmental resources and public educational activities through various media outlets, newsletters, and the internet.	Ongoing Evaluation
Implement programs focused on water quality improvement.		Assist farmers with nutrient management plans and their applications.	12/31/2017
		Install Conservation Reserve Enhancement Program (CREP) buffers along streams/wetlands/ponds/lakes.	12/31/2017
		Complete conservation evaluations for program participants in the agricultural programs.	12/31/2017
		Continue the well abandonment program.	12/31/2017
		Monitor water quality to establish background information and identify resource needs.	10/31/2017
		Assist lake associations with water quality issues and report to committee	12/31/2017
		Install water quality improvement projects through Land and Water Resource Management, Baraboo River RCPP and other grant programs.	11/30/2017

Conservation, Planning, & Zoning

	Program Evaluation						
	Program Title	**Program Description**	**Mandates and References**	**2017 Budget**		**FTE's**	**Key Outcome Indicator(s)**
1	Planning	Creation and implementation of local and countywide development or comprehensive plans. Administration of conditional use permits, rezoning petitions, subdivision plats, and certified survey map requests.	66.1001, 59.69, 91, 92, 93	User Fees / Misc	$29,100	1.62	Create and adopt ordinances that increase administrative efficiency, opportunities for Consistency with current state regulations including certifications with State Statutes Ch. 91. Complete, update, and assist all planning efforts throughout the county.
				Grants	$0		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$29,100**		
				Wages & Benefits	$136,450		
				Operating Expenses	$16,510		
				TOTAL EXPENSES	**$152,960**		
				COUNTY LEVY	**$123,860**		
2	Badger Army Ammo Plant (BAAP)	Staff provides support to the Badger Oversight Management Commission (BOMC), attends and coordinates meetings, acts as the central location for documents, correspondence, etc.		User Fees / Misc	$0	-	Staff time dedication to this program will need to be determined by the Conservation, Planning, and Zoning Committee. Historically the Planning Department has contributed staff time to the agendas and minutes.
				Grants	$0		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$0**		
				Wages & Benefits	$0		
				Operating Expenses	$0		
				TOTAL EXPENSES	**$0**		
				COUNTY LEVY	**$0**		
3	Code Enforcement	Administration of the comprehensive zoning, flood plain, shoreland protection, subdivision, tower siting, rural identification, nonmetallic mining, private sewage, manure management, and Tri-County height regulation ordinances of Sauk County. Included are ordinance amendments, violation investigations, and inspections to determine compliance.	59.69, 87.30, 91, 92, 145, 295, DSPS 383, NR 115, NR 116	User Fees / Misc	$5,000	1.15	The goal of the County is to gain compliance of the County's Ordinances. In 2012 the department changed how violations are investigated to primarily a complaint driven system.
				Grants	$0		
				TOTAL REVENUES	**$5,000**		
				Wages & Benefits	$109,945		
				Operating Expenses	$10,351		
				TOTAL EXPENSES	**$120,296**		
				COUNTY LEVY	**$115,296**		
4	Permits	Review and issuance of land use and sanitary permits, as well as soils work and inspections.	59.69, 59.692, 87.30, 145, DSPS 383, NR 115, NR 116	User Fees / Misc	$152,500	1.93	An accurate and timely review of all permits.
				Grants	$0		
				TOTAL REVENUES	**$152,500**		
				Wages & Benefits	$169,659		
				Operating Expenses	$6,505		
				TOTAL EXPENSES	**$176,164**		
				COUNTY LEVY	**$23,664**		
5	Septic Maintenance / Wis Fund	Administration of the maintenance program / scheduled pumping and inspection of private sanitary systems. Wis. Fund private sewage system replacement grant for failing septic systems was completed in 2016 and ended by the State for 2017. Over $3.5 Million (through 2015) awarded to Sauk County.	145, DSPS 383	User Fees / Misc	$13,100	0.54	Staff time dedicated to the maintenance program. Gaining compliance and protecting the waters of the Public internet access to pumping records to help the proactive public.
				Grants	$0		
				TOTAL REVENUES	**$13,100**		
				Wages & Benefits	$40,795		
				Operating Expenses	$7,804		
				TOTAL EXPENSES	**$48,599**		
				COUNTY LEVY	**$35,499**		

Conservation, Planning, & Zoning

6	Signs	Maintain a rural identification system in all the unincorporated areas of Sauk County. Staff assigns, maps, assembles, installs and GPS fire numbers. Once this takes place staff assigns fire protection, ambulance and post office districts. Notice letters are mailed to all districts and towns of the new addresses.	59.54	User Fees / Misc	$5,000	0.30	The ability of emergency response teams and the public being able to locate addresses in the County.
				Grants	$0		
				TOTAL REVENUES	**$5,000**		
				Wages & Benefits	$25,544		
				Operating Expenses	$1,365		
				TOTAL EXPENSES	**$26,909**		
				COUNTY LEVY	**$21,909**		
7	Non-Metallic Mining (NMM)	Staff handled permitting, reclamation plan review and inspection, financial assurance review, reporting requirements, public hearings, enforcement and fees retention are all associated with this program. Staff are also required to collect a fee amount for the State and then supply that reimbursement to them along with the annual report.	295, NR 135	User Fees / Misc	$31,000	0.38	Mine compliance, reclamation, and fee collection, to ensure good lawful operation of active and inactive mining operations in the County.
				Grants	$0		
				TOTAL REVENUES	**$31,000**		
				Wages & Benefits	$30,878		
				Operating Expenses	$3,445		
				TOTAL EXPENSES	**$34,323**		
				COUNTY LEVY	**$3,323**		
8	Natural Beauty Council (NBC)	The Council assists with projects such as displays at local fairs, Earth Day activities, and prairie burns and plantings.		User Fees / Misc	$0	-	Staff assumes a limited role in this council.
				Grants	$0		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$0**		
				Wages & Benefits	$0		
				Operating Expenses	$0		
				TOTAL EXPENSES	**$0**		
				COUNTY LEVY	**$0**		
9	Baraboo Range Monitoring	Continued monitoring of easements purchased through the Baraboo Range Preservation Association program.	MOA Resolution 36-99	User Fees / Misc	$0	0.03	Annual compliance with easements purchased through this program.
				Grants	$0		
				Use of Carryforward	$5,436		
				TOTAL REVENUES	**$5,436**		
				Wages & Benefits	$3,062		
				Operating Expenses	$2,375		
				TOTAL EXPENSES	**$5,437**		
				COUNTY LEVY	**$1**		
10	Board of Adjustment (BOA)/Special Exception Permits	Charged with enforcement of the county zoning ordinance, special exception permits, and any challenges to the administrative decisions. This is done through a Quasi-Judicial hearing process.	59.69, 59.694	User Fees / Misc	$6,000	0.36	Maintain effective, fair, and efficient hearing and assist the Quasi-Judicial in processing citizen requests and appeals.
				Grants	$0		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$6,000**		
				Wages & Benefits	$35,008		
				Operating Expenses	$6,815		
				TOTAL EXPENSES	**$41,824**		
				COUNTY LEVY	**$35,824**		
11	Recycling / Hazardous Waste / Clean Sweep / Ag Plastics	Upon dissolution of the Environmental Resources Committee and the Solid Waste Department the CPZ Department was assigned responsibility for recycling and hazardous waste disposal. These efforts involve advising and providing educational resources regarding recycling and the coordination of the county Clean Sweep initiative to properly dispose of household, agricultural and very small quantity generator waste. In 2014 the County began a pilot program for agricultural plastics program.		User Fees / Misc	$1,000	0.17	There is continued interest and need for Clean Sweep and this is shown by the addition of an agricultural plastics recycling program.
				Grants	$15,452		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$16,452**		
				Wages & Benefits	$13,822		
				Operating Expenses	$96,810		
				TOTAL EXPENSES	**$110,632**		
				COUNTY LEVY	**$94,181**		
12	Dam Maintenance	Department oversees management and compliance with state safety standards for the dams owned by Sauk County. Work is performed in conjunction with Parks staff responsible for similar obligations. Workload varies with higher needs at times of repair and rehabilitation projects. CPZ's Dams: Shanahan, White Mound, Hwy G; Park's Dams: Mirror Lake, Lake Redstone, Hemlock Dam	NR 333	User Fees / Misc	$0	0.24	Inspection of dams on an annual basis for minor maintenance issues.
				Grants	$0		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$0**		
				Wages & Benefits	$22,569		
				Operating Expenses	$370		
				TOTAL EXPENSES	**$22,939**		
				COUNTY LEVY	**$22,939**		
13	Community Outreach, Education, and Monitoring	This is a combination of all educational program within the department. This includes educational, sustainability, monitoring, storm water management, forestry, and invasive activities and efforts. These activities are necessary to complete many of the requirements and objects in which allow the department to gain or complete grant funding.	ATCP 50	User Fees / Misc	$21,400	1.10	Soil stabilization for long-term productive and sustainable soils, and clean surface and ground water. This increases fertility, productivity, economic viability, and tax credits to land owners.
				Grants	$17,659		
				Use of Carryforward	$5,075		
				TOTAL REVENUES	**$44,134**		
				Wages & Benefits	$90,214		
				Operating Expenses	$60,630		
				TOTAL EXPENSES	**$150,845**		
				COUNTY LEVY	**$106,711**		

Conservation, Planning, & Zoning

14	Farmland Preservation	A critical component of the department efforts, the program requires conservation compliance and farmland development protection in exchange for tax credits. The program provides roughly $500,000 to $950,000 per year in tax credits to landowners that does not show up in the county budget. The conversion to the Working Lands Initiative program will require considerable additional staff time but will also achieve considerably more conservation as well as provide considerably more in tax credits.	ATCP 50, NR 151	User Fees / Misc Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $63,113 $0 **$63,113** $124,025 $19,920 **$143,945** **$80,832**	1.41	Clean surface and ground water, soil stabilization, and long term productive and sustainable soils. This increases fertility, productivity, economic viability, and tax credits to land owners.
15	Land & Water Resource Mgnt (LWRM)	The County is mandated to operate under an LWRM Plan to be eligible for grants for staff and cost-sharing from the WI DATCP. These grants amounts have historically amounted to $180,000 per year for staff and $90,000 for cost-sharing with landowners for installation of conservation practices. The annual commitment is the time spent developing contracts, designing and inspecting the installation of cost-shared practices and issuing payments for projects implemented through these grants. The practices focus on achieving compliance with the non-point rules. Every five years considerable time is devoted to rewriting the plan for the next period.	ATCP 50, NR 151	User Fees / Misc Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $76,466 $0 **$76,466** $102,825 $98,980 **$201,805** **$125,339**	1.39	An increase in the natural resource health of the County, for the economic vitality and the enjoyment of all our citizens.
16	Non-Point Rules	The County is delegated some responsibility for enforcement of non-point pollution requirements for agricultural operations in the County. The county staff reply to complaints and address cooperative resolution aspects of the program. This can involve providing design and installation assistance and management of efforts to obtain cost sharing. In cases where a landowner refuses to cooperate with the needed corrections the staff works with DNR staff to attain compliance.	NR 151	User Fees / Misc Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 $0 **$0** $0 $0 **$0** **$0**	-	This is a program of enforcement for NR 151. The enforcement option includes a 70% cost sharing which must be offered once action is taken by the County.
17	Waste Ordinance / Nutrient Mgnt	County permits are required for the construction rehabilitation, expansion, and abandonment or transfer of ownership of any manure storage facility. The obligation to have an ordinance is required through previous grant agreements and enforcement of the ordinance. All farms are required to have a nutrient mgmt plan in place and responsibility for monitoring is with the CPZ. Efforts include educational programming that allows farmers to develop their own plans and oversight of the plans provided for program compliance.	ATCP 50, NR 151	User Fees / Misc Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$1,000 $63,152 $0 **$64,152** $52,001 $86,865 **$138,866** **$74,714**	0.70	Help farmers to attain modern and efficient manure handling systems and teach new practices to our farmers when needed.
18	Grazing Assistance	Promotion of managed intensive grazing reduces erosion and runoff pollution from farm operations. Creation and implementation of grazing plans. Staff promote and advise on this transition with funds distributed through grants to the department to offset cost.	ATCP 50, NR 151	User Fees / Misc Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $5,000 $0 **$5,000** $18,305 $10,900 **$29,205** **$24,205**	0.25	Change in farmer grazing practices and conversion of cropland to grassland which reduces soil erosion, improves water quality, and maintains productivity of the land.
19	Conservation Reserve Enhancement Program	Conservation Reserve Enhancement Program (CREP) Staff assist with the implementation of this cooperative federal/state program designed to protect water quality by buffering waters from runoff pollution. The payments made to owners are from state and federal funds and the County commitment consists of the staff time to qualify applicants and provide needed design and installation inspections of conservation practices. County landowners have received over $1.1 million in payments for participation from the state through DATCP and $3.2 Million for from federal Farm Service Agency (FSA) dollars.	NR 151	User Fees / Misc Grants Use of Carryforward **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $2,523 $0 **$2,523** $13,348 $1,920 **$15,268** **$12,746**	0.20	Enhanced wildlife habitat, clean surface and ground water, healthy wetlands, reduced soil loss, and increase in flood protection.

Conservation, Planning, & Zoning

20	Wildlife Mgnt / Damage	Service provision is contracted to the federal Wildlife Damage Services agency. Minimal staff time is spent dealing with the occasional call, referral, approving claims and payments through committee and developing and submitting reimbursement requests.		User Fees / Misc	$0	0.01	Transfer of funds for assistance with wildlife damage.
				Grants	$15,000		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$15,000**		
				Wages & Benefits	$649		
				Operating Expenses	$15,000		
				TOTAL EXPENSES	**$15,649**		
				COUNTY LEVY	**$649**		
21	Health Care Center Farm Mgnt	The department is charged with responsibility to ensure the rental land located at the Health Care Center Farm is managed in an appropriate manner that will provide revenues to the County without harming productivity or other natural resources located on the property. Revenues from the rental of these lands amount to over $30,000 per year. It is a showcase of land and farm practices for Sauk County.		User Fees / Misc	$59,210	0.09	Maintain the County Farm as a productive and sustainable farm.
				Grants	$0		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$59,210**		
				Wages & Benefits	$7,398		
				Operating Expenses	$20,600		
				TOTAL EXPENSES	**$27,998**		
				COUNTY LEVY	**($31,212)**		
22	Farm Services Agency (FSA) Assistance	Staff assist with federal program implementation to further the conservation benefits provided to the county and the cost share assistance provided to landowners. The practices installed help achieve resource protection goals. Federal Environmental Quality Incentives Program (EQIP) provides about $150,000 in cost sharing each year. Maintaining eligibility for federal farm programs provides additional payments directly to farmers.	ATCP 50, NR 151	User Fees / Misc	$0	0.17	Department assists FSA and NRCS to install water quality practices ranging from barnyard runoff control, stream bank erosion, grazing plans, etc.
				Grants	$0		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$0**		
				Wages & Benefits	$15,726		
				Operating Expenses	$1,820		
				TOTAL EXPENSES	**$17,546**		
				COUNTY LEVY	**$17,546**		
23	SCDC Support	Provide receptionist and minor clerical duties as needed to the Sauk County Development Corporation.		User Fees / Misc	$0	-	
				Grants	$0		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$0**		
				Wages & Benefits	$0		
				Operating Expenses	$0		
				TOTAL EXPENSES	**$0**		
				COUNTY LEVY	**$0**		
24	Targeted Runoff Management Grant	Focuses on improving water quality in Otter Creek through the state funded Targeted Runoff Management Program. Otter Creek is listed on the 303D list as an impaired waters and removal of this designation is a department priority as identified in the Land and Water Resource Management Plan. The program brings cost share and design assistance to people that install conservation practices.		User Fees / Misc	$0	0.14	Sediment and floodwater reduction.
				Grants	$2,523		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$2,523**		
				Wages & Benefits	$11,833		
				Operating Expenses	$0		
				TOTAL EXPENSES	**$11,833**		
				COUNTY LEVY	**$9,310**		
25	Regional Conservation Partnership Program	The Regional Conservation Partnership Program (RCPP) promotes coordination between NRCS and its partners to deliver conservation assistance to producers and landowners. NRCS provides assistance to producers through partnership agreements and through program contracts or easement agreements. It combines the authorities of four former conservation programs in accordance with the rules of EQIP, CSP, ACEP and HFRP. $1.6M Project for Sauk County with $975K installed practices. The Baraboo River Watershed will be receiving $2.25M.		User Fees / Misc	$0	2.02	Complete work for the 5 year program on time and within budget $975,000 of installed practices in the Baraboo River watershed.
				Grants	$15,000		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$15,000**		
				Wages & Benefits	$129,170		
				Operating Expenses	$31,330		
				TOTAL EXPENSES	**$160,500**		
				COUNTY LEVY	**$145,500**		
26	Placemaking	Promoting the communities of Sauk County as ideal places to live and work by creating a person-centered community. Focusing on planning and gaining an understand of what people are looking for in a place to live, and leveraging the assets of the area to promote county communities.		User Fees / Misc	$0	-	
				Grants	$0		
				Use of Carryforward	$201,341		
				TOTAL REVENUES	**$201,341**		
				Wages & Benefits	$0		
				Operating Expenses	$201,341		
				TOTAL EXPENSES	**$201,341**		
				COUNTY LEVY	**$0**		
	Outlay	Vehicle	$25,000	User Fees / Misc	$0	-	
				Grants	$0		
				Use of Carryforward	$0		
				TOTAL REVENUES	**$0**		
				Wages & Benefits	$0		
				Operating Expenses	$25,000		
				TOTAL EXPENSES	**$25,000**		
				COUNTY LEVY	**$25,000**		
	Totals			**TOTAL REVENUES**	**$812,049**	14.20	
				TOTAL EXPENSES	**$1,879,884**		
				COUNTY LEVY	**$1,067,835**		

Conservation, Planning, & Zoning

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Subdivision Plats and Certified Survey Maps (CSMs) approved	2 plats, 74 CSM's	2 plats, 60 CSM's	2 plats, 60 CSM's
Planned Rural Development (PRD) (Lots, agricultural acres converted, and acres protected)	24 Lots on less than 40 acres with 1082.11 acres protected by easement (< 5% conversion)	10 Lots on less than 40 acres with 400 acres protected by easement (< 5% conversion)	14 Lots on less than 40 acres with 400 acres protected by easement (< 5% conversion)
Conditional Use Permit (CUP) (Land Use)	23 CUPs	15 CUPs	20 CUPs
Conditional Use Permit (Exclusive Agricultural (EA) Zoning Dwelling)	6 CUPs	16 CUPs	16 CUPs
Land Use / Sanitary Permits Issued	404 / 185	300 / 150	300 / 150
Code Enforcement Citations	20	40	40
Inspect farms to determine compliance with state soil and water conservation standards for Farmland Preservation Program and Land and Water Resource Management participants.	179	125	125
Wisconsin Fund Grant Awards / Grant Amount	12 / $49,835	15 / $60,000	0 / $0
Septic System Maintenance Verifications	4,117	5,000	5,000
Soil Test / Septic Closing On-site Inspections	145 / 161	120 / 100	120 / 100
Board of Adjustment (BOA) Inspections	43	50	40
Shoreland Zoning Inspections	97	100	100
Quarry / Blast Inspections	38	25	25
Code Enforcement Complaint/Follow up Inspections	152	150	150
Non Metallic Mining Reclamation Program - Total Sites/Total Acres	32 / 2400 ac	32 / 2400 ac	32 / 2400 ac
Survey, design and installation of cost-shared water pollution control practices through various funding programs (Ex. Manure storage, barnyard runoff, waterway systems, contour and buffer strips)	70 Practices/ 2,005 Projected Tons of Soil Saved	50 Practices/ 2,000 Projected Tons of Soil Saved	50 Practices/ 2,000 Projected Tons of Soil Saved
CREP Buffer strip program - Landowners / Linear Feet in program	7 / 35,340	2 / 2,000	2 / 2,000
Assist land owners and operators with nutrient management and conservation plans.	63 plans	100 plans	100 plans
Creation and implementation of grazing plans. Plans/year	13 plans	4 plans	4 plans
Agricultural Plastics Programs and participants	6 programs / 149 participants	5 programs / 135 participants	5 programs / 135 participants
Programs and Participants at Clean Sweep Events	2 programs / 920 Participants	2 programs / 950 Participants	2 programs / 950 Participants
Participation, attendance, and organization of other educational events and programs	50 programs with 3,770 educational contacts	40 programs with 3,500 educational contacts	40 programs with 3,500 educational contacts

Conservation, Planning, & Zoning

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
CSM - Review and Approval	CSM review and approval assures compliance with Sauk County Chapter 22 and Wis Stat. 236.	74 / $7,880	70 / $7,000	70 / $7,000
Subdivision Plat/Development Plan - Review and Approval	Plat/Development Plan review and approval results in road connectivity, protection of water resources through erosion control and stormwater management planning.	2/ $1300	1 / $1,000	1 / $1,000
Land Use / Sanitary Permits	Permits issued by the department to ensure compliance with county and state codes.	404 /185 $103, 667 / $71,450	375 / 150 $90,000 / $62,000	375 / 150 $78,000 / $62,000
Septic System Maintenance Program:	The department's ability to notify and record compliance with Chapter 25 and Wis Admin Code NR 113 and Comm 83 for the maintenance and servicing of all POWTS in Sauk County that are due each year.	4,117 reported / $70	4,225 reporting / $100	4,400 reporting / $100
Compliance success rate / Citations Issued	The department's ability achieve compliance on zoning violations and ensure that the provisions of the County ordinances are upheld.	20 Citations / $2,458.31	61 citations / $2,500.00	30 Citation / $2,500
Wisconsin Fund Grant Program: Success rate of applicants versus grants awarded	Grant program aids low income property owners with the installation of septic systems for the replacement of failing septic systems. Grant aids in the public health and safety of the surrounding human habitation and groundwater. Since 1979, Sauk County land owners have gained over $3,600,000 in state assistance for replacing failing septic systems	12 / $49,834.97	Requested 12 / $51,681.50. Program is being discontinued by State, so reduction in grant aid may be done in 2016.	Wisconsin Fund Program was cut by the State.
Ordinance Rewrites and Revisions	Maintains continued compliance with changing state regulations and responds to specific needs in Sauk County to ensure the continued protection of human health, safety and welfare in Sauk County, and promotion of Economic Development opportunities.	3 Revisions	1 Rewrite and 2 Revisions	1 Rewrite and 1 Revision
Nonmetallic mining and reclamation administration, permitting and reporting	Ensures the effective reclamation of nonmetallic mining sites on which mining takes place in Sauk County. Staff time includes permitting, reclamation plan review and inspection, financial assurance review, reporting requirements, public hearings, enforcement and fees associated with this program also include DNR reporting and fee submittal to the State.	38 sites / $32,930	38 sites / $31,000	38 sites / $31,000
Regional Conservation Partnership Program - Baraboo River Watershed: Practices installed in project area	Active participation within the project area will result reduced soil erosion.	36 Projects	30 Projects	30 Projects
Collection of stream water quality monitoring data by department staff	Trends in water quality can be quantified and areas of concern identified.	15 Sites	10 Sites	10 Sites
Outreach and education: Presentations and programs offered by staff	The public will better understand the department's mission and topics of interest.	50 Programs	50 Programs	50 Programs
Creation and Implementation of Grazing Plans	Conversion of cropland or enhancement of degraded pasture will result in reduced soil erosion.	13 plans	10 plans	10 plans
Producers assisted with developing and implementing nutrient management plans	Applying nutrients at the right rate, place, and time will result in reduced soil erosion and agricultural runoff.	63 Plans	20 Plans	20 Plans
On-site farm visits completed by staff to determine compliance with state soil and water conservation standards	Active participation will result reduced soil erosion and agricultural runoff.	61 on-site farm visits	115 on-site farm visits	100 on-site farm visits

CONSERVATION, PLANNING & ZONING

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	761,201	760,916	950,714	1,044,324	1,044,324	1,067,834	23,510	2.25%
Grants & Aids	372,225	435,190	597,854	523,543	531,862	295,887	(235,975)	-44.37%
Licenses & Permits	218,824	215,404	288,657	236,750	227,100	236,600	9,500	4.18%
Fees, Fines & Forfeitures	3,062	2,625	4,758	4,500	5,000	5,000	0	0.00%
User Fees	61,798	61,642	65,385	61,710	61,710	61,710	0	0.00%
Intergovernmental	18,156	16,830	16,068	9,800	1,000	1,000	0	0.00%
Donations	2,325	2,550	3,000	800	0	0	0	0.00%
Miscellaneous	647	2,685	376	223	0	0	0	0.00%
Use of Fund Balance	0	145,656	0	0	362,268	211,852	(150,416)	-41.52%
Total Revenues	1,438,238	1,643,498	1,926,812	1,881,650	2,233,264	1,879,883	(353,381)	-15.82%
Expenses								
Labor	631,974	688,351	769,183	789,401	831,746	851,968	20,222	2.43%
Labor Benefits	235,315	264,802	264,657	295,043	301,863	301,256	(607)	-0.20%
Supplies & Services	407,048	542,902	647,632	763,225	1,074,655	701,659	(372,996)	-34.71%
Capital Outlay	23,769	147,443	211,980	22,029	25,000	25,000	0	0.00%
Addition to Fund Balance	140,132	0	33,360	11,952	0	0	0	0.00%
Total Expenses	1,438,238	1,643,498	1,926,812	1,881,650	2,233,264	1,879,883	(353,381)	-15.82%
Beginning of Year Fund Balance		Included in General Fund Total						
End of Year Fund Balance								

Outlay	Total Expense Amount	Property Tax Levy Impact
Truck 4 Wheel Drive	25,000	25,000
2017 Total	25,000	25,000
2018	25,000	25,000
2019	0	0
2020	25,000	25,000
2021	25,000	25,000

compliance.

		All Other Operations	Changes to Specific Programs						
	2016 Budget	Cost to Continue Operations in 2017	Wisconsin Fund Ending	Otter Creek (TRM) Grant Ending	Natural Beauty Council Ended	BAAP Use Not Anticipated	Placemaking	2017 Budget Request	Change from 2016 to 2017 Budget
Description of Change									
Tax Levy	1,044,324	53,511					(30,000)	1,067,835	23,511
Use of Fund Balance or Carryforward Funds	362,268	(130,134)			(2,760)	(26,334)	8,812	211,852	(150,416)
All Other Revenues	826,672	4,500	(60,000)	(170,975)				600,197	(226,475)
Total Funding	2,233,264	(72,123)	(60,000)	(170,975)	(2,760)	(26,334)	(21,188)	1,879,884	(353,380)
Labor Costs	1,133,609	19,616						1,153,225	19,616
Supplies & Services	1,074,655	(91,739)	(60,000)	(170,975)	(2,760)	(26,334)	(21,188)	701,659	(372,996)
Capital Outlay	25,000	0						25,000	0
Addition to Carryforward Funds	-	0						0	0
Returned to the General Fund	-	0						0	0
Total Expenses	2,233,264	(72,123)	(60,000)	(170,975)	(2,760)	(26,334)	(21,188)	1,879,884	(353,380)

Issues on the Horizon for the Department:

Developing a partnership with cities and villages on a total maximum daily load (TMDL) process for phosphorous reductions to surface waters as part of WDNR TMDL process. This may bring funding to Conservation departments throughout the state.

Continue work on outdated county ordinances with approximate completion in 2017-2018.

The department will begin a full update of the Land and Water Resource Management Plan of the county in order to stay eligible for DATCP staffing and cost sharing grants.

During 2017 we will begin the third year of the Five-year RCPP funding project through NRCS. It is expected that a 1:1 ratio match be provided by the county, which included the necessity to hire an employee at the cost of $80,000 (salary and benefits) for five years. We were one of two in Wisconsin within the State Funding Pool, and the county received funding for the Baraboo River project.

Changes and Highlights to the Department's Budget:

2017 Budget Outlook: The 2017 budget shows an increase to the levy of $26,857 from the 2017 levy. Changes which have made an impact on the 2017 budget include; labor cost increase, increase in computer services and Department of Agriculture Trade and Consumer Protection (DATCP) Land and Water Resource Management staffing grant.

Permit Revenue: The department permits for the 2017 budget predicts an increase in revenues of $11,000.

State Funding: DATCP STAFFING GRANT: The department will continue to receive DATCP staffing grants that will go toward paying the cost of 100% of one employee, 70% of the cost of a second, and the possibility of 50% towards a third. The 2017 budgeted amount is $124,000. This grant changes biannually with the state budget.

Other State Funding: DATCP Land and Water Resource Management (LWRM) includes cost sharing and segregated funds (SEG), which have increased for Sauk County due to our past record of success with this funding source; 2016-2017 totals were increased by $12,500 in SEG funds but where reduced in the cost share dollars by $4,500 for a net gain of $8,000.

RCPP Funding: The Regional Conservation Partnership Program (RCPP) is a funding source provided by NRCS and is a combination of other funds placed in a singular pool totaling $1.2 billion. It is expected that any participant in the program will need to match funds at a 1:1 ratio. The CPZ Department is working on a project that is aimed at landowners in the Baraboo River watershed which encompasses 6 counties. The department hired an additional employee in 2016 to manage the project at the cost of $80,000 (salary and benefits), and the program would result in $975,000 in actual installed practices in Sauk County over the 5-year project.

Baraboo Range Monitoring: Monitoring of the Baraboo Range Protection Program (BRPP) easements will continue in 2017. This program will use $5,445 of the $95,195 carryforward in 2017. The monitoring of the BRPP easements is required indefinitely. The current funding will last approximately 14 years, with no foreseeable additional funding sources.

County Cost Sharing: County levy funding for sharing costs with landowners related to installation of conservation practices. Not continuing this program means delaying projects to landowners and farmers until funding is available, possibly into subsequent budget years. Not funded, the department would be prevented from meeting the requirements of Sauk County's Chapter 26, and the state's ATCP 50. In addition $15,000 of County Cost Sharing dollars has been allocated to the 2017 RCPP project.

Placemaking: The county plans to hire a placemaker/planner in 2016 and the contract position will continue through 2017. Money was appropriated from fund balance in 2015 to which additional tax levy amounts were added in 2015 and 2016. Additionally, carryforward funds related to planning functions were added to the other amounts earmarked for placemaking, resulting in an available balance of approx. $201,000, from which the anticipated 2017 placemaker/planner contract charges of $60,000 will be paid.

Continued implementation of our county ordinances including the new comprehensive rewrite of Sauk County's Shoreland Protection Ordinance and assisting the public and private sectors with the new regulations, on-site inspections, land use permits, and monitoring construction activity.

Continue to provide quality service to the public and private sectors, and assisting land owners with specific concerns/questions.

Continue to investigate and respond to code compliance complaints by inspecting sites, collecting evidence, notifying landowner of violation and meeting with land owners to seek

Parks

Department Vision - Where the department would ideally like to be

Sauk County's citizens and visitors will enjoy a broad range of affordable and accessible recreational opportunities that reflect a diversity of outdoor interests and experiences, which are enhanced by a network of regional connections between natural, agricultural and cultural resources. Outdoor recreational opportunities will be characterized by robust public and private partnerships that embrace careful stewardship of parks, forests, open spaces, cultural features and natural areas to enhance Sauk County's position as a destination for eco-tourism in Wisconsin and beyond.

Department Mission - Major reasons for the department's existence and purpose in County government

To acquire, develop, preserve, protect, and maintain our parks and facilities for all citizens and to provide outdoor recreational opportunities that contribute to the well-being of individuals and families.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services
Promote safe community
Encourage economic development
Stewardship of natural resources
Development of cultural, social, and community values

Specific Strategic Issues Addressed

Parks/trails development. Placemaking.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Assure safety of county-owned dams by completing proper inspections, maintenance and improvements. As well as keeping the EAP and IOM updated and active with the personnel named within them.	By providing safe dams determined by the Wisconsin DNR	Inspection of all dams Continue to monitor Hemlock Dam's drawdown tube Test the sluice gate at the Lake Redstone Dam annually Mowing/spraying the dams to remove wood vegetation	12/31/2017
To promote Sauk County and increase park usage	Revenue increase	Build a new office building with community room Develop outdoor recreational infrastructure at White Mound. This infrastructure may include disc golf, fat tire bike trails and events such as triathlons.	12/31/2017
Make camping at White Mound more user friendly	More campsites reserved Revenue increase	Accepting credit cards for payment Provide an online reservation system	12/31/2017

Program Evaluation

Program Title	Program Description	Mandates and References	2017 Budget		FTE's	Key Outcome Indicator(s)
Snowmobile	Administration of the State of Wisconsin Trail Program (100% funded)		Grants	$52,975	0.04	
			TOTAL REVENUES	**$52,975**		
			Wages & Benefits	$3,379		
			Operating Expenses	$47,678		
			TOTAL EXPENSES	**$51,057**		
			COUNTY LEVY	**($1,918)**		

Parks

Camping	Managing the 66 unit campground at White Mound Park		User Fees / Misc	$40,000	1.25	Camping revenue Percentage of campsites occupied
			Use of Fund Balance	$0		
			TOTAL REVENUES	**$40,000**		
			Wages & Benefits	$70,216		
			Operating Expenses	$16,599		
			TOTAL EXPENSES	**$86,814**		
			COUNTY LEVY	**$46,814**		
Park/Forestry Operations	Upkeep of all park property Managing forest resources in the parks: White Mound (1,088 acres), Redstone Beach (30), Redstone Boat Landing (1), Hemlock (80), Man Mound (2) Summer Oaks Boat Landing (6), Yellow Thunder Wayside (.5), Mirror Lake Dam (.5), Community Forest (690), Weidman Woods (80 not maintained)		User Fees / Misc	$66,000	3.32	
			Use of Fund Balance	$7,232		
			TOTAL REVENUES	**$73,232**		
			Wages & Benefits	$187,349		
			Operating Expenses	$49,796		
			TOTAL EXPENSES	**$237,145**		
			COUNTY LEVY	**$163,913**		
Lake Management	Managing water resources		User Fees / Misc	$0	0.12	
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$5,005		
			Operating Expenses	$250		
			TOTAL EXPENSES	**$5,255**		
			COUNTY LEVY	**$5,255**		
Fish and Game	Administration of the State of Wisconsin program (50% funded)		Grants	$2,245	-	
			TOTAL REVENUES	**$2,245**		
			Wages & Benefits	$0		
			Operating Expenses	$2,245		
			TOTAL EXPENSES	**$2,245**		
			COUNTY LEVY	**$0**		
Dam Maintenance	Maintenance of County owned Dams Redstone - County responsible for inspection every 2 years Delton (Mirror Lake) - County every 10 years Hemlock - County every 10 years White Mound - NRCS every 10 years Shanahan - NRCS every 10 years County N - NRCS every 10 years	Mandated by the Wisconsin DNR to maintain and inspect all County owned Dams	Grants	$0	0.06	
			Use of Fund Balance	$0		
			TOTAL REVENUES	**$0**		
			Wages & Benefits	$5,464		
			Operating Expenses	$10,000		
			TOTAL EXPENSES	**$15,464**		
			COUNTY LEVY	**$15,464**		
Trails	Development and maintenance of multi-use recreational trails		Grants	$520,000	-	
			Use of Fund Balance	$369,652		
			TOTAL REVENUES	**$889,652**		
			Wages & Benefits	$0		
			Operating Expenses	$889,652		
			TOTAL EXPENSES	**$889,652**		
			COUNTY LEVY	**$0**		
Outlay	Park office building 4x4 Pickup Truck Mower Dam major repairs	$875,395 $30,000 $8,500 $20,000	Use of Fund Balance	$875,395		
			TOTAL REVENUES	**$875,395**		
			Operating Expenses	$933,895		
			TOTAL EXPENSES	**$933,895**		
			COUNTY LEVY	**$58,500**		
Totals			**TOTAL REVENUES**	**$1,933,499**	4.78	
			TOTAL EXPENSES	**$2,221,527**		
			COUNTY LEVY	**$288,028**		

Parks

Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Entrance Fee Revenue	$64,970	$70,000	$66,000
Number of miles of snowmobile trail maintained	211.9	211.9	211.9
Number of days snowmobile trails open	2014/2015 season 0 days	2015/2016 season 25 days	2016/2017 season 25 days
Number of volunteers serving the parks	20	20	20
Number of times shelters rented	28	15	15

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Camping Revenue	Indicates economic growth of the department	$44,517	$43,000	$40,000

PARKS

	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	159,323	158,240	165,582	228,787	228,787	288,029	59,242	25.89%
Grants & Aids	66,023	60,591	304,936	57,975	577,975	575,220	(2,755)	-0.48%
User Fees	105,053	102,200	109,486	113,000	95,000	106,000	11,000	11.58%
Donations	100	0	0	0	0	0	0	0.00%
Miscellaneous	0	0	150,039	0	0	0	0	0.00%
Transfer from Forest Mgmt Fund	0	0	0	0	0	0	0	0.00%
Use of Fund Balance	3,615	2,398	0	364,539	879,135	1,252,279	373,144	42.44%
Total Revenues	334,114	323,429	730,043	764,301	1,780,897	2,221,528	440,631	24.74%
Expenses								
Labor	151,362	153,860	196,305	207,901	207,901	218,976	11,075	5.33%
Labor Benefits	36,767	37,632	39,445	59,200	59,200	52,438	(6,762)	-11.42%
Supplies & Services	124,114	131,937	372,944	473,200	1,489,796	1,016,219	(473,577)	-31.79%
Capital Outlay	21,871	0	15,003	24,000	24,000	933,895	909,895	3791.23%
Addition to Fund Balance	0	0	106,345	0	0	0	0	0.00%
Total Expenses	334,114	323,429	730,043	764,301	1,780,897	2,221,528	440,631	24.74%

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

Outlay	Total Expense Amount	Property Tax Levy Impact
Office Building	650,000	0
Office Building-High Perf Enhancements	225,395	0
Mower	8,500	8,500
Pickup 4x4	30,000	30,000
Dam Major Repairs	20,000	20,000
2017 Total	933,895	58,500
2018	34,000	34,000
2019	24,000	24,000
2020	32,500	32,500
2021	0	0

Changes and Highlights to the Department's Budget:

Increase in seasonal intern hourly wage.

Outlay budget includes a 4x4 pickup truck, zero turn lawn mower replacement and construction of Parks office.

Also includes more funding for maintenance and repair of county owned dams.

Continuing inspection of the Lake Redstone Dam may conclude that repairs may be needed.

The proposed Great Sauk State Trail will have an impact on future Parks budgets, but the scope is yet to be determined by the planning process throughout the remainder of 2016.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	Change 4	2017 Budget Request
Description of Change			**Seasonal Wage Increase**	**Outlay**	**Dam Maint**	**Park Operations**	
Tax Levy	228,787	(6,250)	4,492	38,500	22,500		288,029
Use of Fund Balance or Carryforward Funds	879,135	(293,546)		875,395	(184,705)	(24,000)	1,252,279
All Other Revenues	672,975	13,245				(5,000)	681,220
Total Funding	1,780,897	(286,551)	4,492	913,895	(162,205)	(29,000)	2,221,528
Labor Costs	267,101	(179)	4,492				271,414
Supplies & Services	1,489,796	(262,372)			(182,205)	(29,000)	1,016,219
Capital Outlay	24,000	(24,000)		913,895	20,000		933,895
Transfers to Other Funds	0	0					0
Addition to Fund Balance	0	0					0
Total Expenses	1,780,897	(286,551)	4,492	913,895	(162,205)	(29,000)	2,221,528

Issues on the Horizon for the Department:

Routine dam inspection is every even numbered year for Redstone. Lake Redstone Dam may need repairs in 2017.

The proposed Great Sauk Trail will have an impact on future Parks budgets, but the scope is yet to be determined by the planning process.

The office at White Mound Park will need to be replaced due to deterioration of logs.

UW Extension

Department Vision - Where the department would ideally like to be
To be a thriving, well-known and sought-out educational resource that reflects the rich diversity of the state.

Department Mission - Major reasons for the department's existence and purpose in County government
We teach, learn, lead and serve, connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.

Elements of Countywide Mission Fulfilled
Provide fiscally responsible / essential services
Promote safe community
Encourage economic development
Stewardship of natural resources
Development of cultural, social, and community values

Specific Strategic Issues Addressed
Parks/trails development. Placemaking.

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Farmers will receive information about production and labor management practices that result in lower costs and/or increased productivity in their dairy and livestock enterprises.	Results are contingent on hiring of full time Sauk County Agriculture Agent	At least 15 farmers will be visited on-farm by UW-Extension agricultural engineers, receive technical assistance with construction projects, and/or attend a dairy or livestock facilities tour.	12/31/2017
Producers and agri-business professionals will learn about ways to improve herd health on their farm such as improving reproduction, nutrition, and animal handling.	Results are contingent on hiring of full time Sauk County Agriculture Agent	At least 50 farmers and agri-business professionals will attend pasture walks, artificial insemination training, on-farm meetings discussing herd health topics, and other educational programs offered by the Sauk County UW-Extension Agriculture Agent.	12/31/2017
Farm owners and/or managers will utilize the resources of Sauk County UW-Extension to analyze their farm finances.	Results are contingent on hiring of full time Sauk County Agriculture Agent	A farm financial meeting will be conducted annually and farms will receive individual financial assistance to evaluate their businesses from the Sauk County UW-Extension Agriculture Agent.	12/31/2017
Alternative agricultural businesses including specialty crops or livestock, rural landowners and beginning or small-scale farmers will gain information on production practices and marketing.	Results are contingent on hiring of full time Sauk County Agriculture Agent	One to two workshops will be held annually to provide information to farmers on diversified agricultural topics.	12/31/2017
Farmers will be trained in the safe handling of agricultural pesticides.	Farmers will become state certified.	At least 50 farmers will attend a Pesticide Applicator Training session and will successfully complete a written exam from DATCP to receive state certification.	4/1/2017
Provide the Master Gardener program to Sauk County residents.	Students will become certified Master Gardeners	Sauk County UW Extension will train 20 Master Gardeners who will give over 900 hours of community service to Sauk County.	11/30/2017
Provide Sauk County residents with a resource for horticultural issues.		500 Sauk County residents will benefit from articles, booklets, an informational table at the Baraboo Farmers' market and calls or visits to the Sauk County UW Extension office regarding horticultural issues.	12/31/2017
Provide Sauk County residents with a resource for horticultural information.	Local newspapers will print weekly column	300 Sauk County residents will increase their horticultural knowledge through the annual Garden Seminar, monthly educational programs and weekly press releases.	12/31/2017

UW Extension

Create a Million Pollinator Garden to teach Sauk County volunteers and community members about the importance of pollinators. Also, improve the pollination in the Sauk County area with the program.	Garden will be used for training purposes by volunteers and community members.	Hold regular workshops with Sauk County Master Gardener volunteers to prep and plant the land used for the Million Pollinator Garden. Host educational sessions at the land to teach Sauk County community members about the importance of pollinators. Use the information gathers from the garden for future educational events. Garden is located at the Reedsburg Area Pioneer Log Village.	12/17/2017
Sauk County Institute of Leadership (SCIL) members will strengthen their leadership skills, and better understand the critical, local issues facing Sauk County. SCIL alumni will either take on new leadership roles and/or become more effective in their current roles.	Both annual and long-term (10 year) evaluations are conducted to measure the impact of the Sauk Count Institute of Leadership.	At least twenty (20) emerging county leaders will attend nine (9), day long educational sessions designed to enhance their leadership abilities. Each session will feature Sauk County leaders and will focus on local issues. The CNRED Agent will continue to work with the SCIL Board of Directors to improve programming content and delivery as well as measuring impacts. She will also work with the SCIL Board to transition the day-to-day coordination of the program to the new SCIL Coordinator.	5/30/2017
Strengthen Sauk County's economy and build community by utilizing research-based educational resources.	Sauk County's placemaking effort and progress will be evaluated by the Economic Development Committee.	The CNRED Agent will work with Sauk County leadership to develop and implement a placemaking/identity development initiative in Sauk County. This will include developing specific measurable goals for the effort.	12/31/2017
Strengthen Sauk County's economy and build community by utilizing research-based educational resources.	Surveys of workforce diversity and inclusion efforts are conducted annually in the MadREP region.	Partner with Madison Regional Economic Partnership and the Urban League of Dane County to develop and strengthen diversity and inclusivity initiatives to bolster economic development.	12/31/2017
Town residents that participate in the drinking water program will learn about their water quality and strategies to protect their drinking water.	Evaluations of the Sauk County well water testing program and its' impacts are conducted each year.	Partner with the Conservation, Planning and Zoning Department and UWEX specialists to develop a drinking water program. Participants will test their drinking water and attend an educational program on interpreting the results.	4/1/2017
Sauk County nonprofit organizations and local units of government have the skills and tools to identify and address their strategic issues.	Evaluations are conducted one year after an organization completes a planning process (i.e. strategic planning_ to measure the effectiveness of the program and Erickson as the facilitator.	The CNRED Agent will coordinate and facilitate organizational development processes (i.e. strategic planning) for organizations and local units of government as necessary. Erickson will be working with the UW-Baraboo/Sauk County on their campus strategic plan.	As needed
Build effective networks and opportunities to partner on regional economic development issues. (Sauk County Comprehensive Plan 5.2 obj 3: Develop collaborations with local and regional organizations to promote the Sauk County region.)	Evaluations of the programs developed will be conducted.	The CNRED Agent will develop and coordinate programs designed to help local chambers of commerce and economic development corporation's partner to address regional needs. This could include restarting the Sauk/Columbia Entrepreneurs Network.	3/31/2017
Promote Sauk County's natural and cultural resources.	Maps are valued and requested by area chambers of commerce, etc.	Distribute 5,000 Sauk County maps featuring natural and heritage tourism resources and 200 Baraboo River recreational water trail maps.	6/1/2017
The Natural Resources Educator designs, develops and delivers educational programs, training and materials on natural resources issues in Sauk, Richland, Dane, Iowa, Grant, Crawford and Vernon Counties.		Examples of programming areas include drinking water testing and education, storm water management, private forest management, invasive species control and agricultural runoff control.	12/31/2017
The Wisconsin Nutrition Education Program (WNEP) helps limited resource families and individuals choose healthful food, handle it safely and become more food secure by spending their food dollars wisely.	Evaluations of educational events will be conducted.	At least 1,200 Sauk County residents will receive education at various locations such as elementary schools, food pantries, Head Start and summer youth programs.	9/30/2017

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Family Living will teach, learn, lead and serve through the educational service club Home and Community Education (HCE).	HCE raised $5,000 per year to buy 8 brand new books for every Head Start child in Sauk County. They also read the books to the children. HCE raises approximately $2,000 yearly to give out care bags to 60 Sauk County residents going through chemotherapy.	HCE benefits Sauk County residents through Wisconsin Bookworms, Lynn's Legacy, Scholarships, financial donations, educational offerings; the Family Living Educator serves as the HCE Advisor.	12/31/2017
Teach classes for child care providers, parents and Sauk County residents in need of financial education and educational credit to keep their state licenses.		Classes will be held in response to the need for Continuing Education for child care providers to keep their state license, options for court-ordered parenting classes, and education to help those struggling with their finances.	12/31/2017
Provide over 1,000 free and nutritious lunches to children in the Wisconsin Dells School District. Summer Lunch Bunch serves youth (Native American, Latino, and White) at two sites with lunches, education, and physical activities during the months of June, July and August.	Nagelkerk teaches good nutrition at this Summer Lunch Bunch (SLB) sites thorough out the summer. SLB has been evaluated several times (parent interviews) since its inception in 2009.	UW Cooperative Extension partners with Central Wisconsin Community Action and the Wisconsin Dells School District to provide these meals.	8/30/2017
Bring the research and resources of the Family Financial Security Team to the resident of Sauk County.	Nagelkerk asked for and received $239.04 from the Baraboo National Bank to print over 500 copies of “saving for college” for parents of elementary school students.	Sauk County Family Living Educator will continue in her role of co-chair for the Dollars During Development workgroup and marketing/teacher for the Saving for College workgroup.	12/31/2017
Community Connections is a collaborative approach which aims to connect young children of incarcerated parents to Sauk County Services.	Nagelkerk has spent out 19 Community Connections educational packets to caregivers of children of incarcerated parents in the Sauk County Jail.	Research shows that the earlier programs start, the more effective they are. Good services for infants and toddlers are especially important because almost half of all children under the age of 3 now live in low-income families. Family Living provides the education material.	12/31/2017
Trauma is a force that shapes people's mental, emotional, spiritual and physical health. Trauma-ignored care is a new perspective that reduces blame and shame and builds an understand that the past impact the present.	The Trauma-Informed Kickoff Event has been schedules by Nagelkerk for October 6, 2016.	Family Living will organize a Trauma-Ignored Care Leadership Team that will train 100 people across Sauk County. Kick-off event will be held in the Fall of 2016.	12/31/2017
Youth will learn life skills and meet the Essential Elements of Youth Development through participation in 4-H clubs and associated 4-H sponsored activities.		At least 500 youth (K-12 and 1st year out of high school) will participate in 4-H clubs and associated activities throughout Sauk County. Activities will be lead by at least 120 certified 4-H volunteer leader,4-H Summer intern and Sauk County UWEX staff members.	12/31/2017
An effective and comprehensive volunteer management system is in place to support the 120+ youth and adults certified 4-H leaders in Sauk County.		Sauk County UWEX will advise the Sauk County 4-H Sr. Leader Association eleven (11) times during the year, advise 4-H Project Committees, conduct new adult volunteer training and certification trainings at least four (4) times per year, conduct 4-H club leadership team trainings at least four (4) times per year, host 4-H club leader meetings at least four (4) times per year, and provide ongoing support, guidance, and management as needed for all 4-H volunteer leaders.	12/31/2017
Older youth will learn and practice effective leadership skills.		Programs for 4-H and non 4-H older youth (7 - 12 grades) will be organized and facilitated by Sauk County UWEX staff. At least 50 older youth will participate in a variety of programs including, but not limited to, Jr. Leader Council, camp counselor training, club officer training, committee work, and community wide youth leadership conferences.	12/31/2017
Community organizations and events will benefit from the resources and personnel available through the Sauk County UWEX 4-H Youth Development program.		Sauk County UWEX staff will provide presentations and/or displays at Youth Conservation Days, Rural Safety Days, and other events, to encourage cooperation within the Sauk County government departments, community programs, school districts, and various coalitions.	12/31/2017
Develop and implement relevant and timely educational programs based on research that fit the needs of the community, organization, family or individual.		To develop and implement relevant and timely educational programs, the Agents must remain flexible and adaptable. Therefore at least 25% of each Agent’s time is left unplanned.	12/31/2017

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Program Evaluation

Program Title	Program Description	Mandates and References	2017 BUDGET		FTE's	Key Outcome Indicator(s)
Agriculture and Natural Resources	Help farmers compete in an increasingly challenging, volatile marketplace. Backed by University research, agriculture and natural resources educators balance farm profitability and production of high quality food with a continuing concern for the environment. Extension educators work with individual farmer and farmer networks, home and community gardeners, commercial horticulture and nursery businesses, and consumers of agricultural products in urban as well as rural areas.	ATCP 29 (Pesticide Applicator Training)	User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$2,503 $0 **$2,503** $18,758 $58,356 **$77,114** **$74,611**	0.35	Dollar value of planning services
4-H Youth Development	Give young people opportunities to learn new skills such as decision making, responsibility, leadership, public speaking, and contribute to their communities. Backed by the knowledge and research of the University, 4-H and Youth Development Educators design educational, leadership, and citizenship experiences for youth; as well as develop training and leadership development opportunities for adults. These programs are delivered directly through local adult volunteers in 4-H clubs and by collaborating with other local organizations.		User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$1,603 $0 **$1,603** $41,639 $45,460 **$87,099** **$85,496**	0.95	Dollar value of 4-H volunteers
Family Living Education	Help families thrive in a rapidly changing world. Backed by University research, Family Living Educators work with families to help them solve problems and improve their quality of life. This education meets family needs throughout the life span -- from improving prenatal nutrition and parenting skills to supporting family caregivers of older adults. Programs target the unique needs of Sauk County. Family Living Educators provide education and research and partner with community organizations and agencies to build strong families. The Wisconsin Nutrition Education Program provides nutritional education to Food Stamp and Food Stamp eligible families. Sauk County was one of only two counties in the State of Wisconsin to receive federal grant funding to study the Young Children of Jailed Parents. This two year grant will research the children of jailed parents to see if means can be determined to break the "cycle of incarceration" that seems to happen in families.		User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$1,603 $0 **$1,603** $14,375 $56,311 **$70,686** **$69,083**	0.30	Dollar value of education programs offered

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Community, Natural Resources & Economic Development	Help Wisconsin communities deal with challenges including resource constraints, small business development, downtown revitalization, community growth and planning issues, environmental protection, and quality of life issues. CNRED educators also provide strategic planning, community leadership and nonprofit development programs. Priorities include: * Helping local governments meet the changing needs of their constituents. * Creating awareness about local government issues and opportunities throughout Sauk County by involving residents in decision-making processes. * Building stronger community leaders through the Sauk County Institute of Leadership (SCIL) program. * Helping communities effectively meet the challenges associated with growth management and land use planning. * Strengthening local nonprofit organizations. * Collaborate department-wide and through our UW Extension, Arts & Culture Committee to strengthen the offerings and economic impact of arts and culture in Sauk County.		User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$9,603 $0 **$9,603** $14,375 $61,222 **$75,597** **$65,994**	0.30	Dollar value of strategic planning services Percent of Leadership graduates with substantial roles in community
Tourism and Promotions	Responsible for the regular update, printing and distribution of the Sauk County promotional map, Paddle the Baraboo map and Sauk County Farm Connect Guide featuring local producers in Sauk County.		User Fees / Misc. **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 **$0** $2,327 $0 **$2,327** **$2,327**	0.05	
Horticulture	Consumer oriented services that are logically connected to the core mission of Extension education in the four key program areas. Examples of this work include: teaching through classes and seminars; soil samples for lawn s and gardens; consultation on home, lawn and garden pests; Integrated Pest Management (IPM); community involvement; hands-on workshops; administering the Master Gardener Training program annually. Much time is spent identifying needs and problem solving with the general public. Specialists are frequently consulted to address citizen concerns.		User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$500 $0 **$500** $24,430 $1,256 **$25,686** **$25,186**	0.56	
Arts and Culture	AHHP and Good Idea Grant Programs: Administer annual and monthly grant programs; file Wisconsin Arts Board Final Report/Regranting Grant Application annually; generate contracts for AHHP grants and process payments for all grant recipients; collect final reports on all projects and reconcile financial reports on same. SEE ARTS & CULTURE COMMITTEE FORM FOR BUDGET FIGURES		User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** **$9,309** $0 **$9,309** **$9,309**	0.20	
Agriculture Society	Oversee annual appropriation request and process the request for payment.		User Fees / Misc. Grants **TOTAL REVENUES** Wages & Benefits Operating Expenses **TOTAL EXPENSES** **COUNTY LEVY**	$0 $0 **$0** $0 $25,000 **$25,000** **$25,000**	-	
Totals			**TOTAL REVENUES** **TOTAL EXPENSES** **COUNTY LEVY**	**$15,812** **$372,818** **$357,006**	2.72	

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Output Measures - How much are we doing?			
Description	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Number of phone calls handled by Sauk County UW-Extension.	22,000	20,000	20,000
Number of counter visitors served by Sauk County UW-Extension staff (estimated. Includes program clientele, lawn and garden questions, water and soil sampling services, publication sales, etc.)	2,500	2,500	2,500
Number of visitor "sessions" on the Sauk County UW-Extension web site (A session is a series of hits to the web site over a specific period of time by one visitor)	25,000	25,000	25,000
Number of client contacts made by the Sauk County UWEX Agriculture/Natural Resources Program (best estimate)	1,700	600	600
Number of Sauk County farm families who received financial analysis and planning services from Sauk County UW-Extension.	10	7	7
Number of farmers who received advice and technical assistance with construction projects from UW-Extension agricultural engineers	15	8	8
Number of people who attended pasture walks coordinated by Sauk Co. UW-Extension	50	50	50
Number of community gardeners at the Prairie du Sac & Reedsburg Community Gardens	50	60	60
Number of client contacts made by the Sauk County UWEX Horticulture Program	600	600	600
Number of client contacts made by the Sauk County UWEX Community, Natural Resources, and Economic Development Program (best estimate)	3,000	3,000	3,000
Number of local stakeholders that actively participate in the Sauk County Institute of Leadership each year	165	160	160
Number of nonprofit organizations and local government participants involved in planning programs with the CNRED Agent. (Best estimate)	400	400	400
Number of Intercounty Coordinating Committee (ICC) members that participate in the Sauk County sessions	60	60	60
Number of Sauk County Drinking Water Program participants.	121	100	100
Number of client contacts made by the Sauk County UWEX Family Living Program (best estimate)	3,500	3,500	3,500
Number of direct client contacts made by the Sauk County WNEP Program.	2,543	3,000	3,000
Number of indirect client contacts made by the Sauk County WNEP Program (reached indirectly via newsletter)	2,594	3,000	3,000
Number of Head Start children who benefited from early literacy education through the Wisconsin Bookworms™ program (200 maximum enrollments in Sauk County Head Start.)	200	200	200
Number of children affected by child care programming developed by the Sauk County UW Extension Family Living Educator	900	800	800
Number of adults and youth reached by environmental activities through the 4-H Youth Development program.	600	600	600
Number of adults who served as certified Sauk County 4-H volunteers	115	130	135
Number of youth enrolled as members of Sauk County 4-H Clubs	470	475	500
Number of youth who participated in youth leadership programs	100	125	125
Number of client contacts made by the Sauk County UWEX 4-H Youth Development Program (best estimate)	4,700	5,200	5,200

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Key Outcome Indicators / Selected Results - How well are we doing?				
Description	**What do the results mean?**	**2015 Actual**	**2016 Estimate**	**2017 Budget**
Estimated dollar value of the farm financial planning services provided to Sauk County farmers by the Sauk Co. Ag Agent	Results are contingent on hiring of full time Ag Agent position.	$100,000	$50,000	$50,000
Approximate dollar value of new construction completed by farmers assisted with their financial plans by Sauk Co. UW-Extension	Results are contingent on hiring of full time Ag Agent position.	$750,000	$500,000	$500,000
Dollar value of construction projects that resulted from visits by UW-Extension agricultural engineers	Results are contingent on hiring of full time Ag Agent position.	$250,000	$100,000	$100,000
Number of pounds of food donated to the Sauk Prairie food pantry that was produced in the Prairie du Sac Community Garden.		700	700	700
Total dollar value of the strategic planning services provided through CNRED (Estimate based on cost of a planning consultant)	Consultants hired to do organizational development/strategic planning for non-profits and local units of government may be cost prohibitive, but UWEX can offer educational services that help these organizations be more effective.	$20,000	$20,000	$40,000
Percent of Sauk County Institute of Leadership (SCIL) graduates that will take on substantial new leadership roles in their communities or places of work.	The purpose of SCIL is to develop community leaders willing to take on new roles in their communities. These results indicate the percent of participants that have taken on new leadership roles as a result of SCIL.	95%	95%	95%
Percent of nonprofit organizations and local government entities that claim to make more informed decisions and take more effective actions based on UW-Extension educational programming. (Based on annual evaluations)	Evaluations have indicated that the organizations that have worked with the CNRED agent have been more strategic in their decision making and have greater impacts as a result of working with UWEX.	95%	90%	90%
Percent Sauk County drinking water program participants that are making more informed decisions and taking action where appropriate to improve their drinking water as a result of UW-Extension educational programming.	According to program evaluations the vast majority of Sauk County well water testing program participants have learned more about their well systems and have taken steps to improve their water quality as a result of the educational program.	95%	95%	95%
Dollars brought to Sauk County through UW-Extension/Commission on Aging collaboration on WIC Senior Farmers Market Nutrition Program, a program benefiting farmers and older adults.		$8,125	$0	$0
Total dollar value of money saved in future costs as a result of early literacy education through the Wisconsin Bookworms™ program ("Every dollar spent on high-quality education and child-care programs saves $17 in future costs for intervention - about $10 more than previously thought." ~ Elizabeth Burmaster, Wis. School Superintendent, December 4, 2004)		$88,400	$88,400	$88,400
Total dollar value of HCE volunteers (based on 3 hours per month at a rate of $10 per hour or $360 per volunteer)		$54,000	$54,000	$54,000
Total grant moneys secured for child care quality improvements in Sauk County		$4,000	$4,000	$4,000
Grant dollars awarded through UW Extension and the Waismann Center to support jail research.		$181,000	$0	$0
Total dollar value brought in to the Wisconsin Dells School District through the Dells Area Alliance for Young Children.		$4,500	$4,500	$4,500
Total dollar value of free, confidential financial counseling for Sauk County families (1 hour at $40 per hour)		$750	$750	$750
Revenue brought to Sauk County UW Family Living via WNEP Coordinator's and Educator's salary and benefits		$48,700	$78,511	$86,061
Total dollar value of adult 4-H volunteers (based on 7 hours per month at a rate of $12 per hour or $1,008 per volunteer)		$80,640	$115,920	$126,000

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	2013 Actual	2014 Actual	2015 Actual	2016 Estimated	2016 Modified Budget	2017 Budget	$ Change from 2016 Modified to 2017 Budget	% Change from 2016 Modified to 2017 Budget
Revenues								
Tax Levy	304,704	310,954	330,471	361,123	361,123	357,005	(4,118)	-1.14%
Grants & Aids	3,413	9,441	7,030	5,012	3,413	3,413	0	0.00%
User Fees	22,517	15,815	19,153	18,514	9,400	12,400	3,000	31.91%
Donations	0	0	0	0	0	0	0	0.00%
Interest	6	3	0	0	0	0	0	0.00%
Miscellaneous	324	(10)	0	0	0	0	0	0.00%
Use of Fund Balance	0	3,461	0	0	12,360	0	(12,360)	-100.00%
Total Revenues	330,964	339,664	356,654	384,649	386,296	372,818	(13,478)	-3.49%
Expenses								
Labor	86,994	101,364	97,869	111,445	111,745	105,484	(6,261)	-5.60%
Labor Benefits	25,869	28,095	23,731	15,169	29,292	19,730	(9,562)	-32.64%
Supplies & Services	188,982	210,205	222,959	208,128	245,259	247,604	2,345	0.96%
Addition to Fund Balance	29,119	0	12,095	49,907	0	0	0	0.00%
Total Expenses	330,964	339,664	356,654	384,649	386,296	372,818	(13,478)	-3.49%

Outlay	Total Expense Amount	Property Tax Levy Impact
None	0	0
2017 Total	0	0
2018	0	0
2019	0	0
2020	0	0
2021	0	0

Beginning of Year Fund Balance — Included in General Fund Total
End of Year Fund Balance

SAUK COUNTY, WISCONSIN
2017 BUDGET
HIGHLIGHTS

Department: UW-Extension

Changes and Highlights to the Department's Budget:

The total 2017 budget request for Sauk County UW-Extension is $355,619 which is a $5,504 or 1.5% DECREASE from 2016. Cost savings were largely due to staff changes/reorganization within the department.

1) County Employee Staff Reorganization: Decrease of $15,717 is due to staff attrition and reorganization.

2) Agent Contracts: The agent contract line represents 40% of the salary and benefits for the four Sauk County UW-Extension agents. The increase of $6,283 in this line includes a promotion to full professor for the Community Development Agent ($4,500) and a cost of living increase of 2% for all agents.

	2016 Revised Budget	Cost to Continue Operations in 2017	Change 1	Change 2	Change 3	Change 4	2017 Budget Request
Description of Change			**County employee staff reorganization**	**Agent Contracts**			
Tax Levy	361,123	5,316	(15,717)	6,283			357,005
Use of Fund Balance or Carry forward Funds	12,360	(12,360)					0
All Other Revenues	12,813	3,000					15,813
Total Funding	386,296	(4,044)	(15,717)	6,283	0	0	372,818
Labor Costs	141,037	(107)	(15,717)				125,213
Supplies & Services	245,259	(3,937)		6,283			247,605
Capital Outlay	0	0					0
Transfers to Other Funds	0	0					0
Addition to Fund Balance	0	0					0
Total Expenses	386,296	(4,044)	(15,717)	6,283	0	0	372,818

Issues on the Horizon for the Department:

The University of Wisconsin System sustained a $250 million cut to base funding as part of the State of Wisconsin's 2015-2017 budget. The UW-Extension Cooperative Extension Service has taken a portion of that cut effective July 1, 2015. UWEX's current structure will no longer be sustainable under the new budget constraints, and UWEX administration is working to create a new "region based" structure. The new structure will be determined in 2017 and implemented over the next few years. In the meantime UWEX is holding open 7% of all positions to address the cuts.

The Sauk County UWEX office is currently without an Agriculture Agent, however it is anticipated that the new agent will be hired in 2017.