

SAUK
COUNTY
WISCONSIN

2020
ADOPTED
BUDGET



Sauk County Board of Supervisors November 2019

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William Hambrecht – County Board Vice-Chair

Finance Committee:
John S. Dietz – Chair
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John “Tony” DeGiovanni
Kevin Lins

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John “Tony” DeGiovanni

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Bryant Hazard

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Scott Von Asten
Kristin White Eagle
Charles Whitsell

On the cover...

Sauk County is a rural region punctuated by a string of unique, small communities that are made up of an intricate quilt of history, business, industry, and individuals who believe in the opportunities available here. While developed largely on agricultural resources, which are still plentiful, Sauk County also has a landscape rich in natural and cultural resources. From historic museums and our renowned artistic communities, to breathtaking landscape carved out of the earth during the last ice age, Sauk County is like no other place. The residents of Sauk County continuously strive to enhance the quality of life and the 2020 Sauk County Budget was developed with them in mind.

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ALENE KLECZEK BOLIN
ADMINISTRATIVE COORDINATOR

West Square Building
 505 Broadway
 Baraboo, Wisconsin 53913

phone: 608-355-3273
 fax: 608-355-3481
 alene.bolin@saukcountywi.gov

To the Citizens of Sauk County: We are pleased to present the 2020 Sauk County Budget.

The budget process is an opportunity to take stock of the role that Sauk County government plays in the community. The budget is a planning tool; it reflects the County's priorities in resource allocation in a responsible manner. It is prepared with the goal of preserving excellent service, 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. The budget reflects a balance of priorities, mandates, and community needs.

The Finance Committee reviewed the budget requests prepared by each of the department heads and oversight committees. The County's department heads prepared a budget for 2020 that reflected the needs of continuing operations and offered additional programming or services that fulfilled the County's strategic priorities. The respective committees offered input and adopted departmental budgets. The Finance Committee reviewed all of the committee requests and developed a comprehensive budget that is responsive to the needs of the constituency, while maintaining fiscal responsibility. The 2020 budget continues important programmatic review and support of County services and programs, and sets the stage for future years.

The Finance Committee reviewed committee requests while each department presented its budget and responded to questions. In addition, outside agency funding was reviewed. The Finance Committee voted to reduce jail levy (not from behavior counseling, nor restrict visitation, nor programs that assist

in inmate rehabilitation) by \$500,000 and "It should be understood that the reduction in the Sheriff's proposed budget of \$500,000 is based on the savings projected from reduced staffing in the Huber Center by transitioning to electronic monitoring of all Huber inmates by no later than June 1st 2020, which should require significantly less staff. This should allow plenty of time to transition with planning starting ASAP. Turnover in the Sheriff's dept. was 24 people in 2016, 18 people in 2017, 18 people in 2018. Consequently, with proper planning, it should be possible to implement the changes including elimination of positions without laying off employees (without delaying implementation)." Wording provided by Supervisor Kriegl. The Finance Committee also added \$10,000 to Criminal Justice Coordinating for a consultant to guide programming to the next level and enhance data collection and analysis. On the revenue side, the Finance Committee increased the sales tax estimate from 2019's budget of \$8,775,000 to the Wisconsin Counties Association projection of \$9,889,000, which reduced the levy by \$1,113,342.

The Committee continued its discussions regarding appropriate use of fund balance and outside agency funding. Approximately 12 new positions were approved, and several positions were changed from project to regular.

The budget has a property tax levy slightly less (\$9,278) than the amount legally allowed.

	2019 Budget	2020 Budget	Dollar Change	Percent Change
Levy Amount	\$31,162,356	\$31,730,876	\$568,520	1.82%
Levy Rate	\$4.53	\$4.44	-\$0.09	-1.92%
Equalized Value	6,878,879,600	7,141,653,900	\$262,774,300	3.82%

Top Strategic Issues (SI) for 2019-2021

The biennial strategic planning process is a key component of budget construction. Many components of this budget reflect the policy direction articulated through strategic planning that occurred during the spring of 2019, resulting in the following strategic issues:

Strategic Issue

1. General Government - Placemaking and economic development
2. General Government - Broadband
3. General Government - Criminal Justice Coordinating Council and stepping up initiative
4. General Government - Energy savings and lower carbon footprint
5. General Government - Cooperation
6. Conservation, Development, Recreation, Culture, and Education - Groundwater study
7. Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update
8. Conservation, Development, Recreation, Culture, and Education - Great Sauk State Trail completion
9. Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land
10. Conservation, Development, Recreation, Culture, and Education - Comprehensive Outdoor Recreation Plan

11. Conservation, Development, Recreation, Culture, and Education - Solar Sauk County / more solar initiatives
12. Health and Human Services - Commitment to Health Care Center
13. Health and Human Services - Peer learning groups
14. Health and Human Services - Visiting nurses / home health care / isolated individuals
15. Health and Human Services - Medical assisted treatment program
16. Health and Human Services - Comprehensive community services
17. Public Works - Highway building
18. Public Works - Tri County Airport
19. Public Works - Improve highways/road maintenance
20. Public Works - Wi-Fi access (broadband)
21. Public Works - Great Sauk State Trail (bridge)

2020 Budget Highlights

- The budget includes continuation of energy efficiency projects. (SI 4, 9,11)
- Human Services has restructured its department, created more supervision in the Child Protective Services, increased positions that are eligible for billing in CCS and other federal funding, increased supervision in mental health, and cut the deputy director for a total reduction of approximately \$100,000 in tax levy. This is due to the ability to bill for many of these positions. (SI 13, 14, 15, 16)
- The budget includes money for the Great Sauk State Trail Tier 3 "Wye" from general fund balance of \$400,000. (SI 8)
- Sauk County is funding 17 outside agency requests for a total of \$489,200. (SI 5)
- Criminal Justice coordinating programing continues with an investment of \$50,000 to explore pre-trial diversion programs and an increase of 1.75 FTEs. One FTE will be fully grant funded to start a reentry program and the 0.75 FTE will be fully grant funded to support education in the jail. (SI 3, 5, 14)
- To support the Great Sauk State Trail, the Comprehensive Outdoor Recreation Plan, the Comprehensive Plan, community cooperation, broadband, groundwater, and protect air, water, and land, a new planner position was added for a total cost of \$95,262. (SI 1, 2, 5, 6, 7, 8,9,10, 21)

Challenges of the 2020 Budget

A challenging financial environment has become the norm. The State continues to decrease funding in many areas, through many means, including changing laws and higher responsibilities. 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, property valuations have begun to increase but growth is 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 \$262,774,300, or 3.82%. Residential real estate increased by the highest amount, \$219,399,100 or +4.70%, with commercial real estate also increasing by \$39,627,800, or +2.08%. This shows continued overall recovery and growth. Personal property was the only category decreasing, losing \$770,200 or -0.69%

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

- The intense legislative and public scrutiny of local government budgets continues in 2020, 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 (1.47% for 2020) or 0%, whichever is greater. Adjustments are available and have been taken for debt service, libraries and bridge aids.

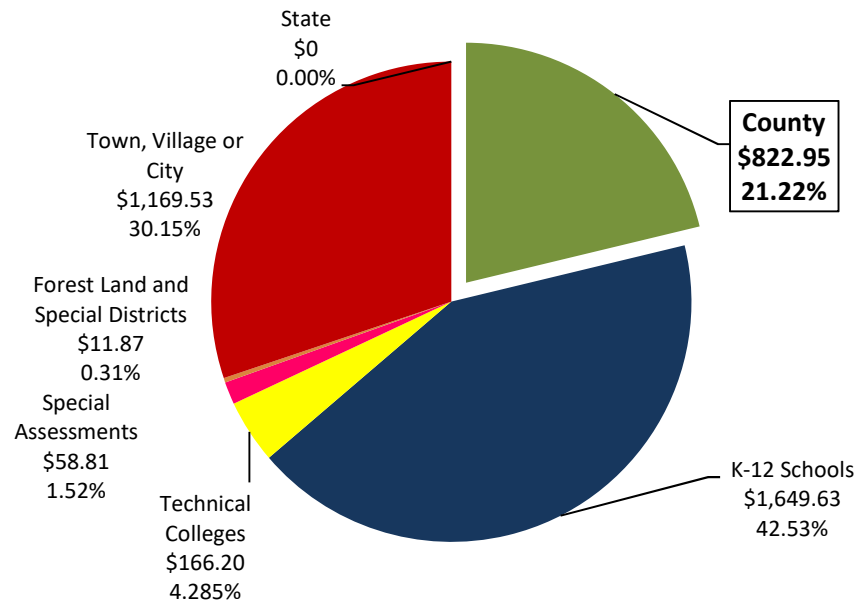
Demand for County Services: Each year the desire and demand for County services are evaluated within the budget cycle. Difficult economic times appear to be fading; however the constraints of the state on revenue limitations pressure counties. Each year as part of the budget process the County performs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

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

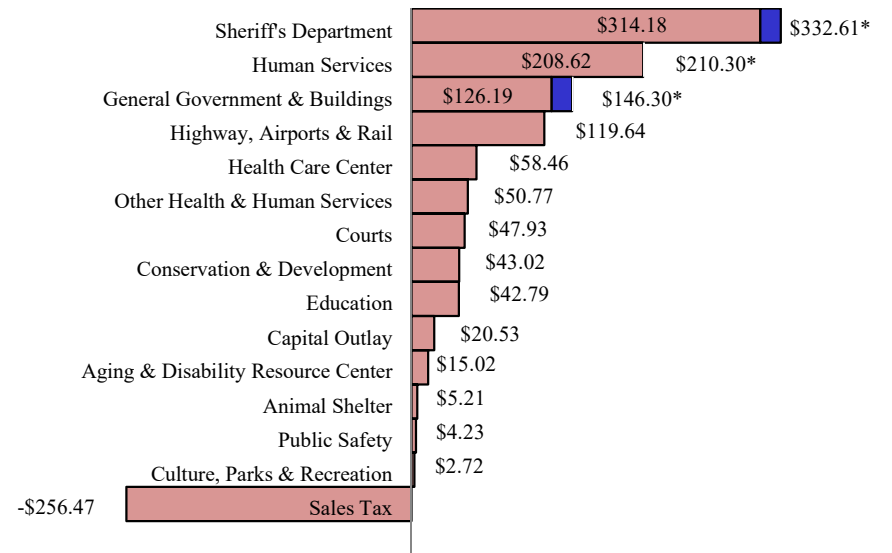
Balancing taxpayer ability to pay for the services provided is a key component of the Finance Committee’s budget deliberation. Maintaining a stable taxation rate that is not subject to erratic swings, keeping any increases to a minimum and decreasing costs when possible, while ensuring that the services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

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 Total Sauk County Property Tax Bill by Taxing District
Total average tax bill on a property of \$188,600: \$3,878.99
 (based on 2018 paid 2019, the 2019 budget)



Allocation of Sauk County’s Portion of the Property Tax



Total Sauk County portion of property tax bill: \$822.95

*The Building Services Department budget reflects activities over which the Facilities Director has responsibility. Building costs related to the Law Enforcement Center are \$18.43 and Human Services are \$1.68.

Conclusion

The key message embodied within the 2020 budget is growth balanced against stability, building on the prior years' focus of transition, economic development, 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 programs and services desired against the costs and benefits of providing those programs.

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.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
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**Sauk County
Wisconsin**

For the Fiscal Year Beginning

January 1, 2019

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Sauk County, Wisconsin for its annual budget for the fiscal year beginning January 1, 2019. In order to receive this award, a governmental unit must publish budget documents that meet program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



Alene Kleczek Bolin Administrative Coordinator

West Square Building
505 Broadway
Baraboo, Wisconsin 53913

phone: 608-355-3273
alene.bolin@saukcountywi.gov
www.co.sauk.wi.us

Sauk County formed in 1844 making 2020 the 176th year of the County's founding. The depth and breadth of services and programs that Sauk County offers has expanded since its inception and county government touches citizens in many ways. County government has a dual role of providing state services at the local level as well as being a unit of local self-government. Counties offer programming and services in General Government Services; Justice and Public Safety; Public Works; Health and Human Services; and Conservation, Development, Recreation, Culture, and Education. Counties serve a diverse constituency, providing services that are integral to and enhance the quality of life for their constituents.

It is in considering this role through a strategic planning process that the Sauk County Board of Supervisors developed the following vision and mission statement:

Sauk County Vision

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

Sauk County 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.

The County has determined that for 2020, this overarching mission should guide two specific budget priorities. While many factors, such as mandated activities and stability of a variety of revenue streams, influence the County's budget process, the broad priority statements were developed to drive the decision-making process for the 2020 budget. In terms of the services the County provides and the specific objectives of the 2020 budget process, the Board believes:

Sauk County Budget Priorities

Budget Priority 1

Cross Sectional Analysis of County Operations

Like many similar organizations, Sauk County's organizational structure tends towards the creation of silos due to perceived Departmental and Oversight Committee boundaries. Conscious effort has been put into collaboration between departments, including the adoption of values, mapping overlap, and continued use of functional groups. These functional groups meet to discuss issues that are common across departments. This budget includes the following actions in this regard:

- ✓ Several strategic alignments have occurred in this budget to increase collaboration, including the Criminal Justice Program moving into the Health Department and the Parks Department becoming a part of a larger Land Resources & Environment Department made up of Conservation, Planning, Zoning and Parks.
- ✓ Programmatic review and prioritization of existing programs includes analysis of outcomes that result from service expansions or reductions, and thorough discussions regarding what programs and services to provide. The enhancement of performance measures continues as a necessary component of this effort.
- ✓ The Administrative Functional Group continues to map processes that cross departmental lines to ensure consistency.
- ✓ The Human Services Department went through a structural alignment, which included more collaboration and added management in Child Protective Services.
- ✓ The Board continues to invest in and support evidence-based programs that meet the needs of the community, such as the Nurse Family Partnership.

Budget Priority 2

Proactive Relationships to Retain Programmatic and Financial Flexibility

As complexity increases, funding streams change, and the public expects higher customer service, the County's response will be to increase creativity and innovation. The County must continue to reach out to forge new relationships. This will also allow Sauk County to retain programs through flexible financial relationships. This budget seeks to address forging new relationships through:

- ✓ Great Sauk State Trail development with the Ho-Chunk Nation, Villages of Prairie du Sac and Sauk City, Town of Prairie du Sac, Sauk Prairie Conservation Alliance, and Friends of the Great Sauk State Trail.
- ✓ Joint ownership of the UW-Baraboo/Sauk County campus with the City of Baraboo.
- ✓ As traditional revenue streams continue to decline or stagnate it is imperative to identify appropriate revenue sources to ensure continuity. The County continues to research the applicability of enhanced revenue streams through the generation of appropriate user fees and use of existing resources.
 - User fee reviews ascertain appropriate levels are in place to sustain operations.
 - The County continues to be cognizant of changes in funding from both the state and federal levels.
 - The County seeks out partnerships in the private and public sectors to maximize the revenue we obtain.
 - The County is seeking increased economic development through placemaking activities.
- ✓ Coordinated Regional and Statewide Activities. The 2020 budget includes resources for continued participation in a variety of organizations such as the Inter-County Coordinating Committee and the Wisconsin Counties Association, in

addition to discipline-specific professional organizations. The County must enhance its relationship with its legislative delegation to ensure that its priorities are known as new legislation is considered carefully.

- ✓ The Board has opened a dialogue with other governmental bodies regarding funding streams and tax policy issues related to Wisconsin county government. Inter-governmental meetings with overlapping taxing jurisdictions have been an integral component of County government operations for many years.

- ✓ Intergovernmental agreements. The County continues to explore opportunities with overlapping taxing jurisdictions for shared services and coordination of service efforts.
 - Management Information Services has been providing technical support in a cooperative agreement with the City of Baraboo.
 - The County has a new agreement with the Tri-County Airport partners and top users of the airport.

2020 Budget Issues Policy Implementation

Priorities are identified from the broader, countywide planning process, and policies deal more specifically with budget issues. Policies and priorities both serve a distinct function in directing the decision making for the budget.

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.

The intent of this policy is to direct County departments to organize their activities around the needs of their customers so that as resources become more restricted, the most vulnerable are the first served. While this process is certainly not a science and requires careful judgments by managers and staff, it provides necessary guidance as to the intent of the Board of Supervisors.

- ✓ Funding for core services has continued, this includes services for safety, highway maintenance, and human services.

- ✓ The Board allocated tax levy to fund Human Services programs where State funding is inadequate to meet local needs.
- ✓ The Aging and Disability Resources Center has conducted needs assessments and designed programs that allow the elderly to thrive in our communities.
- ✓ Public Health, along with private partners, has developed programming to target at-risk populations with essential care (i.e. dental). Public Health's Nurse Family Partnership program is an evidence-based program that targets first-time mothers.
- ✓ Creation of Criminal Justice Coordinating Council to develop evidence-based programs to reform the criminal justice system.
- ✓ Numerous agencies are working together to come up with solutions for housing in Sauk County.

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.

- ✓ Maintain minimal debt load to avoid deferring and amplifying total project costs.
- ✓ Moody's Investor Service noted a Sauk County strength of "strong financial position characterized by healthy operating reserves."
- ✓ Judicious use of general fund reserves to fund:
 - Non- or rarely-recurring projects (space needs implementation and renovation \$2,900,000; building security \$650,000; Great Sauk State Trail \$400,000; energy cost saving measures \$335,000; roof replacement \$300,000; Lake Redstone dredging \$200,000)
 - Start-up program costs (revolving loan fund \$163,000)
 - Contingency fund \$350,000
 - Vacancy and turnover \$360,000
- ✓ General fund reserves are never used to fund ongoing operations. Sauk County maintains sufficient fund balances to meet its long- and short-term business needs. It is essential that these reserves be protected and maintained for day-to-day business uses (cash flow), long-term projects (the planning and construction costs of capital projects), and unanticipated emergencies. This policy also reflects a financial policy, in which the County will not offset the cost of operations through the use of fund balance.

Budget Policy 3

Sauk County property tax dollars respond to social need. The need for County services 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.

In order to maintain services needed in an economic downturn, careful planning and budgeting needs to occur. This goal has been accomplished by monitoring replacement cycles for equipment and careful planning for large expenditures. Examples of this type of planning are:

- ✓ The Management Information Systems Plan which governs the development and maintenance of computer hardware and software and provides a mechanism for managing expenditures. Copier maintenance and replacement have been incorporated into the countywide plan for equipment expenditures.
- ✓ Judicious use of fund balance to fund large, non-recurring or rarely recurring expenditures.
- ✓ Planning programs, which feed directly into the annual budget cycle: the capital improvement ten-year plan and the five-year capital outlay plan allow for the planned use of resources.
- ✓ Continuity of operations planning continues with a complete review by department and committees with specific succession planning done annually.
- ✓ The County chose to levy for future fluctuating debt payments based on the average debt repayment amount for years 2015 – 2021 to stabilize the dollars levied for debt repayment.

Budget Policy 4

Sauk County will consciously consider adjusting the level of services provided when changes in departmental revenue can be directly related to changes in state or federal aid and other funding sources. Planning for, rather than reacting to, rising expenses in a culture of innovation is strongly encouraged as programs evolve. When making adjustments, recognize that programs substantially funded by state or federal funds, leverage local tax dollars. In other words, a program that is half funded by state and/or federal money only uses half as many local dollars per dollar of gross spending, compared to a program that is not even partially funded by state and/or federal money.

The County is an arm of State government by definition. This ongoing partnership by nature intertwines County and State priorities. In its various forms and functions the State of Wisconsin both directly and indirectly influences county priorities. The relationship with the State is one that requires further discussion, as the relationship is evolving to provide for greater collaboration.

There has been much discussion in recent years concerning the deterioration of the partnership between the State and local governments. Unfunded or under-funded State mandates negate local elected officials' ability to develop policy consistent with local needs and desires. Conflicting priorities and decreased funding are a function of the democratic process and the global, national, and state economies. However, if the County Board wishes to retain the ability to focus County resources on County priorities, it cannot supplant state aid with levy dollars for the implementation of State mandates.

The State of Wisconsin continues to have budget issues. In making revenue projections for various forms of aid, the County utilizes guidance provided by the corresponding State agency. When specific allocations or projections are not available, historic funding patterns are used to estimate anticipated funding. While this policy remains a valid response, some discretion is necessary in the case of temporary loss of funding.

- ✓ The Board made a conscious decision in 2020 to increase levy-funded positions in various health and human services programs to address a rising demand. In response to needed projects and growing services, Land Resources & Environment and the Highway Department also added positions. Continued efforts at cross-departmental coordination are expected to minimize the impact to clients.

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.

Sauk County is careful to remember that the programs the County administers have an impact on other units of government within the County and with our neighboring counties.

- ✓ Sauk County provides voter registration services for many municipalities for a fee. The Management Information Systems department contracts with the City of Baraboo to provide information technology management services. The Highway department contracts with other municipalities to provide road maintenance and snowplowing. Other municipalities would

have to spend more to obtain the training and equipment necessary to perform the function themselves rather than paying the County to provide the service.

- ✓ The County continues to investigate opportunities for shared services and joint ventures with other governmental units through regular bi-annual intergovernmental meetings.
- ✓ Comprehensive Community Services provides wrap-around care for troubled families.
- ✓ Nurse Family Partnership intensively educates and supports first-time mothers through the first two years of their child's life.
- ✓ Implementation of energy efficiency projects and solar.

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.

This policy recognizes the responsibility to the economic and cultural health of the community. It also recognizes that there are real limits to the County's ability to meet that responsibility. The 2020 budget includes support for County economic development; funding for library services; support of education through the partnership with the University of Wisconsin (UW) Extension and the UW-Platteville at Baraboo/Sauk County campus; and direct and supplemental support for the arts, history and humanities.

- ✓ Implementation of energy efficiency projects and solar.

- ✓ Maintain minimal debt load to avoid deferring and amplifying total project costs.
- ✓ Continued partnerships with the University of Wisconsin and the Sauk County Development Corporation have provided for the development of educational and economic development.
- ✓ Support continues for the National Association of Counties award-winning Arts, Humanities & Historic Preservation efforts. Partnership models and strong collaborations have made the program successful.
- ✓ Support continues for the community liaison position to help implement the Place Plan.

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.

Even with recognition of the current economic climate and levy limits, Sauk County's Five-Year Capital Plan and Ten-Year Capital Improvement Plan are realistic about impending major repairs and expenditures. Future projects include projections of ongoing operational costs, cost savings and revenues.

- ✓ Highway road, infrastructure and equipment maintenance continues on schedule, and Sauk County has determined that debt issuance for these expenditures will not occur. Commitment to maintaining 6 to 10 miles of county highway each year utilizing tax levy and not debt issuance.
- ✓ Favorable additions to fund balance have been appropriated for high cost and infrequently occurring capital maintenance projects, such as renovations or roof repairs.

Budget Policy 8

Sauk County will encourage information sharing with other counties and other units of government to increase the effectiveness of the use of resources to meet the needs of citizens.

- ✓ Many Departments maintain memberships in regional organizations that share information and education regarding their areas of expertise.
- ✓ The County also maintains memberships in the National Association of Counties and the Wisconsin Counties Association to provide more information sharing.

Budget Policy 9

Many Sauk County services are offered annually, not because they have always been offered but because they are valuable to Sauk County citizens. Yet, even time tested valuable programs can sometimes be made more effective by changing the way they are performed.

There may be times when programs should be changed in the way that they are provided.

- ✓ The ADRC has expanded its restaurant model for providing meals in the community. This is a departure from the

previous model used to provide meals and is much more successful.

Budget Policy 10

Last year's budget should not be the only benchmark used to evaluate current requests. Multiple-year trends should be considered too.

- ✓ The outputs and outcomes by department in the budget book are being expanded to show multiple years.

Budget Policy 11

Decisions should be evidence-based as much as possible. Sauk County government uses a substantial amount of data for operational purposes that could also be better used for decision making.

- ✓ Dollars have been budgeted for the Criminal Justice Coordinating to hire a consultant to help with more meaningful data collection.
- ✓ Strategic planning and comprehensive planning processes are being used to determine direction and future programming.

Environmental Analysis

The mission, strategic objectives, and budget policies must all be considered within the context of those demographic and economic trends, which form the environment within which this budget was developed. The following statements summarize that environment:

Location

Sauk County is comprised of 538,432 acres, (a total of 830.9 square miles), including 22 towns, 14 villages, and 3 cities and is located in South Central Wisconsin, approximately 40 miles northwest of Madison and 100 miles northwest of Milwaukee. In addition, Sauk County is less than 250 miles from the Chicago and Minneapolis-St. Paul metropolitan areas. There are 300 miles of state highways, 298 miles of County trunk highways, and 1,100 miles of town, village and city roads. Interstate Highway 90/94 runs diagonally through the County and provides easy access to many major Midwestern cities.



Location of Sauk County, Wisconsin

The geographic profile comparing Sauk County to the State of Wisconsin shows that Sauk County is less densely populated than other regions of the state.

	Sauk County	Wisconsin
Land area in square miles	831	54,158
Persons per square mile, 2019	77.33	108

History

The American Indian population in Sauk County dates back thousands of years prior to European American settlers, with evidence suggesting that early inhabitants of Wisconsin date back 10,000 years ago. Sauk, Ho-Chunk, and earlier Native Americans lived in this area. Sauk County has effigy grounds that have survived from this time, including a National Historic Landmark at Man Mound County Park.

In the spring of 1838, three men staked out claims at the present site of Sauk City. By 1840, settlements established at what are now Prairie du Sac and Baraboo. Sauk County formed in 1840 and surveyed between 1840 and 1845.

In the years 1840 through 1860, Sauk County was in a pioneering phase. The population increased from a few hundred residents to almost 19,000 during that 20-year period. Principal activities included wheat farming and the raising of hops. The 1860's and 1870's saw another economic boom stimulated by the expansion of railroads through the County. Villages and cities were chartered, and the number of farms in the county peaked at 3,886. By the turn of the century, the county population had exceeded 33,000 and the production of dairy products and row crops became more predominant in agriculture.

Population growth slowed during the early part of the twentieth century. Industrial development and tourism stimulated growth again in the decade immediately following World War II and most recently during the last 25 years.

Demography

The 2019 estimated Sauk County's population is 64,249 people. Since 2000, the population has increased by 3.7%. This rate of growth is higher than that of the state as a whole, ranking Sauk County as 24th among the 72 counties. The median age of County residents is 41.3 years (also higher than the state's median age).

The population is not diverse, and the largest minority groups are American Indian (1.3%) and Hispanic/Latino (4.8%). The 25,678 family households in the County with an average family size of 2.43 persons are comparable to that of the state as a whole.

As a premier tourist area, the transient population of Sauk County is large. The Wisconsin Dells / Lake Delton area alone accounts for an additional 50,000 visitors daily. Devil's Lake State Park in Baraboo is the number one state park in the state of Wisconsin with 3 million visitors per year. This coupled with importing workers to staff the tourism related industries significantly increases overall population figures.

There are 30,591 housing units in the County. Seasonal or recreational housing units comprise 8.29% of the available housing. The owners occupy sixty-nine percent of the occupied dwellings, which is a higher rate than that of the state as a whole.

A slightly lower percentage of residents have high school as well as bachelor's or graduate degrees as compared to the state as a whole. A smaller percentage of individuals (11.33%) fall below the federal poverty standards.



The population of the County has grown at a rate that generally outpaces both the state and the nation, although was slightly less than the state in 2016. The rate of net in-migration will increase, due in part to a comparatively strong local economy, affordable housing and in part to an improved transportation corridor to Madison. These factors will increase the demand for additional housing units, particularly in the low to moderate affordability range. The increasing number of people will also increase the demand for a wide variety of public services in areas like education and law enforcement.

	<u>Sauk County</u>	<u>Wisconsin</u>
Population Profile ⁽¹⁾		
Population, percent change from 2017	0.04%	0.05%
Population, 2018 estimate	64,249	5,813,568
White persons, 2018 ⁽³⁾	90.8%	81.1%
Hispanic or Latino	5.2%	6.9%
American Indian	1.5%	1.2%
Black or African American	1.2%	6.7%
Asian	0.7%	3.0%
Other	0.6%	1.1%
Less than 18 years old, 2017 ⁽³⁾	22.8%	22.0%
18 – 64 years old	58.7%	61.0%
Persons 65 and older	18.5%	17.0%
Highest Educational Attainment - 2017 ⁽³⁾		
Bachelor's degree or higher	23.4%	29.0%
High school graduates (includes bachelors or higher)	91.0%	91.7%
Less than high school	9.1%	8.3%
Geographic Profile ⁽¹⁾		
Land area in square miles	831	54,158
Persons per square mile, 2019	77.3	108.0
Housing		
Housing units, 2017 ⁽³⁾	30,591	2,710,723
Home ownership rate, 2017 ⁽³⁾	68.7%	67.0%
Households, 2017 ⁽³⁾	25,678	2,328,754
Projected persons per Household, 2017 ⁽³⁾	2.43	2.41
Median sales price, Dec 2018 ⁽⁴⁾	\$185,500	\$212,000
Average sales price, Dec 2018 ⁽⁴⁾	\$211,730	\$239,327
Earnings		
Median household income, 2017 ⁽³⁾	\$54,447	\$56,759
Per capita total personal income, 2018 ⁽⁸⁾	\$45,847	\$48,970
Persons below poverty level, 2017 ⁽³⁾	9.9%	12.34%
Unemployment Rate - Not seasonally adjusted ⁽⁵⁾		
December, 2019	2.4%	2.5%

	<u>Sauk County</u>	<u>Wisconsin</u>
Occupational Profile ⁽²⁾		
Manufacturing	16.9%	16.6%
Trade, transportation, utilities	24.7%	23.7%
Professional, financial, information	17.8%	23.1%
Education, health	16.2%	22.3%
Leisure, hospitality	21.4%	10.2%
All other	3.1%	4.1%
Largest Employers ⁽⁶⁾		
Kalahari Development LLC	1,300	
Cardinal Company	1,200	
Mt Olympus	1,100	
Ho Chunk Nation	1,099	
Lands' End Inc.	1,000	
Lands' End Inc.	600	
Wilderness Lodge	926	
Sauk County	694	
Baraboo School District	676	
American Axle & Manufacturing Inc	670	
Noah's Ark Family Park	651	
Reedsburg Area Medical Center	650	
Sauk County Equalized Land Values – 2019 ⁽⁷⁾		
	\$ Value	% of Value
Residential	4,889,082,900	63.36%
Agricultural	54,925,100	0.71%
Manufacturing / Commercial	2,088,776,400	27.07%
Forest / Undeveloped / Other	683,165,800	8.85%

(1) - Source: United States Census Bureau, <https://www.census.gov/quickfacts/fact/table/saukcountywisconsin/>
(2) - Source: Wis. Dept. of Workforce Development, Office of Economic Advisors, Census of Employment & Wages (ES202)
(3) - Source: United States Census Bureau
(4) - Source: South Central Wisconsin Multiple Listing Service (*South Central WI-Columbia, Dane, Dodge, Green, Rock and Sauk Counties)
(5) - Source: Wis. Dept. of Workforce Development
(6) - Source: ReferenceUSA and Primary Research by Sauk County.
(7) - Source: Wis. Dept. of Revenue, <https://www.revenue.wi.gov/Pages/SLF/EqualizedValue.aspx>
(8) - Source: U.S. Bureau of Economic Analysis-Regional Economic Accounts

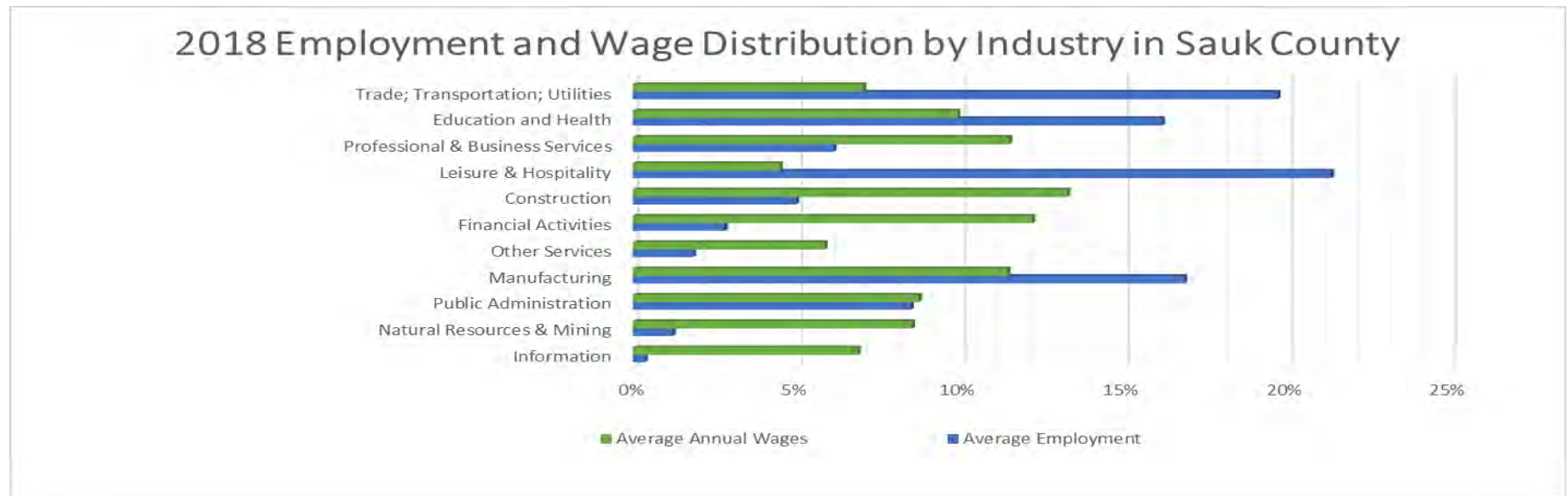
Economy

Although heavily influenced by the tourism (leisure and hospitality) industry, Sauk County has been able to maintain a robust and diversified economy. The most recent estimates from the Wisconsin Department of Workforce Development (WDWD) indicate that the leisure and hospitality sector accounts for approximately 21.4% of the total employment in the County (4.5% of local wages), closely followed by trade, transportation, and utilities at 19.7% and manufacturing, at 16.9%.

When looked at in terms of percent of average wages, professional, financial and information pulls far ahead of other sectors at 39.4%. An anomaly in the data also occurs because the County's largest employer, the Ho Chunk Casino, is a tribal enterprise, and its employees are grouped under "governmental or public administration" categories.

Unemployment rates for December of 2019 are at 2.4%. Sauk County typically has lower rates of unemployment than both the state and nation, and is quicker to recover during recessions.

Per capita income for the County in 2018 was \$45,847. Sauk County is lower than that of the state as a whole, due in part to employment in the lowest paying wage sector of leisure and hospitality. Median household income is \$54,447.



Governmental Structure

Sauk County is one of 72 units of county government in the State of Wisconsin and is a municipal corporation existing pursuant to the authority of Chapter 59 of the Wisconsin Statutes. The County is governed by a 31 member County Board whose total membership is elected every two years. There are 14 standing committees and over 40 special committees, boards and commissions. Many of the committees, boards and commissions also have citizen members.

The Sauk County Board of Supervisors is a legislative body that makes policy determinations with regard to the mission of the County; the services and programs the County provides (the range of services currently provided includes programs that foster economic opportunity, public safety, transportation, health, recreation, education and environmental protection); resource allocation; levying property taxes, and approving borrowings adequate to fund capital expenditures. Individual Board members contribute to policy making through information gathering and analysis, constituent contacts, public hearings, public debate and voting on policy issues.

The membership of the County Board elects a Chairperson, whose duties include representing the County Board, presiding over and

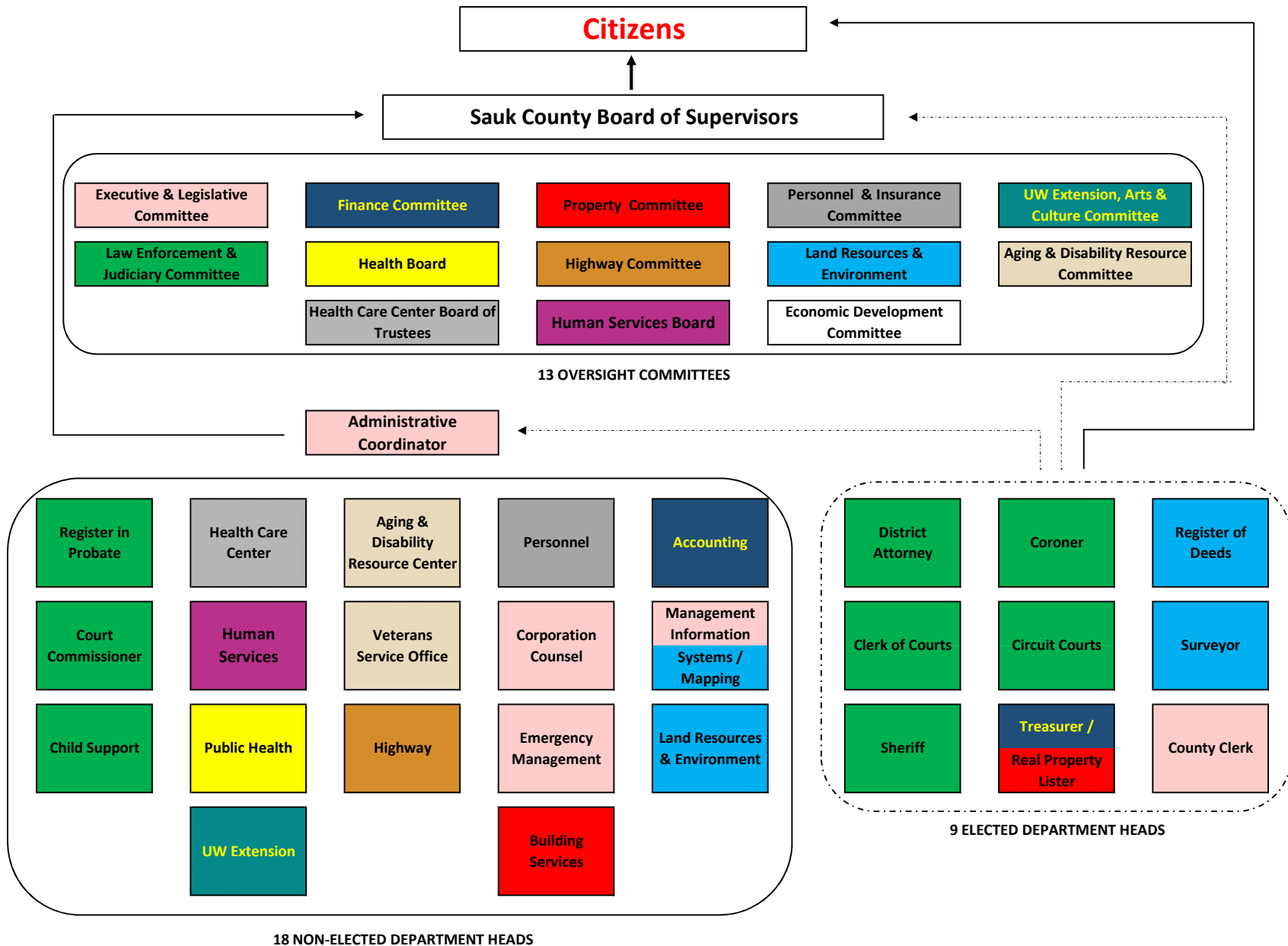
conducting the County Board sessions, and naming committee membership.

The County Board further appoints an Administrative Coordinator as an employee of the County to supervise and manage the daily operations of County government, and act as chief administrative officer of the County. The Administrative Coordinator's duties include ensuring that all County ordinances and state and federal laws are observed and enforced, and representing the County Board's will. The Administrative Coordinator also appoints and supervises 18 department heads. In addition to the 18 departments with appointed department heads, there are 9 departments supervised by elected officials or state employees.

Oversight committees provide policy direction and programmatic oversight to departments. Daily operations and administrative management are performed by professional departmental managers, both elected and appointed. The following organizational chart shows the relational nature of Sauk County government. Cross-functionality is added in functional work groups comprised of County Departments, which address issues that impact multiple departments. The chart shows the relationship between oversight committees of the County Board and the departments that they oversee.

Sauk County Organizational Structure

Note: Colors designate oversight responsibility.
Some departments have dual reporting.



Factors Affecting Budget Implementation

The 2020 Sauk County Budget maintains the quality and quantity of services provided historically. Along with budget priorities, policies and environmental conditions, other related factors shape the budget. They include financial management policies, non-fiscal policies, and plans and ordinances.

Financial Management Policies

The Sauk County financial policies provide a framework on which the budget is developed, the policies guide our day-to-day operations, and provide the County with financial integrity. The financial policies assist the County Board and Administrative Coordinator in the financial management of the County, and provide continuity as County Board and staff members change. The policies most pertinent to the budget process are summarized below:

Budget Development and Monitoring Policies:

Wisconsin Statutory Requirements - Sauk County shall comply with all applicable Wisconsin Statutes, including Wis. Stat. § 65.90, Municipal Budgets, which requires the County to annually formulate a budget and hold public hearings. This statute also requires the listing of all existing indebtedness, all anticipated revenue from all sources, and all proposed appropriations for each department, activity, and reserve account during the ensuing year. The budget shall also show actual revenues and expenditures for the preceding year, actual revenues and expenditures for the first six months of the current year, and estimated revenues and expenditures for the balance of the current year. Finally, the budget shall show by fund all anticipated unexpended or unappropriated balances and surpluses. This budget meets these requirements.

Property Tax Dollar Levy Limit - Wisconsin counties are subject to dollar levy limits under Wis. Stats. § 66.0602. Counties may not increase their levy by a percentage equal to the greater of 1) 2019 net new construction divided by 2019 equalized value (1.47 percent for Sauk County) or 2) zero percent. This limit may be adjusted by

transfers or consolidations of services between the county and other units of government, specific debt service changes, or referendum. The penalties for exceeding this limit are reductions in state shared revenues and transportation aids. Sauk County's actual 2019 payable 2020 levy for the 2020 budget is within the limit.

Balanced Budget - A balanced budget shall be adopted and maintained throughout the entirety of the budget year. A balanced budget is defined as a financial plan in which operating (ongoing) expenditures or expenses do not exceed operating (ongoing) revenues over the long term. This means that fund balance may temporarily fund operating expenditures or expenses *only if* there is the *certainty* that subsequently received revenues will replenish the fund balance. It is extremely rare that fund balances will fund operations. This budget meets the definition of a balanced budget. (Financial Policy 2-96, Annual Budget Process)

Any increase in expenditures or expenses, decrease in revenues, or combination of the two that would result in a budget imbalance may

require budget revision. Budget revisions are accomplished by the full County Board. (Financial Policy 15-95, Appropriations)

Each budget shall be prepared in accordance with Generally Accepted Accounting Principles (GAAP).

Use of / Addition to Fund Balance. A fund balance policy governs the use of fund balance and protects the interests of the County. This policy prevents the arbitrary application of unassigned funds to offset the tax levies of various funds. The policy further specifies that twenty percent of the total expenditures budgeted in the General, special revenue, and fiduciary funds shall be considered separate from General Fund balance. A similar consideration of retained earnings shall be made in each proprietary fund. This allows for the maintenance of the highest possible bond rating while providing for sufficient cash flows for County operations under normal conditions and most unusual conditions without reliance on short-term borrowing.

All unspent appropriations shall lapse to fund balance at the end of each budget year. To avoid taxing citizens more than once for the same purpose, re-appropriation of lapsed funds may be allowed by specific County Board action if a) the funds support a project that spans more than one year, b) the funds arise from a source that designates their use to a specific purpose, and c) the funds support a project that was not completed in the year budgeted but the original purpose still needs to be accomplished in the next year. (Financial Policy 5-94, Fund Balance / Retained Earnings and Contingent Funds Policy)

Revenue - Revenue streams outside the property tax levy and fund balances will be pursued to the greatest extent possible. The acceptance of outside funding that obligates the County to

additional expense, either cash or efforts, will be scrutinized. Further, discretionary user fees will be reviewed on an annual basis to determine a) if the fee is still needed, b) if the fee is carrying out the public policy for which it was created, c) if the fee is comparable to other municipalities in the County or to other counties in the state, and d) if there are any services that are being provided without charge for which we should be charging a fee. The County will seek to diversify its revenues so as not to limit the dependence on one or only a few sources. (Financial Policy 1-06, Revenues and Accounts Receivable)

Debt and Capital Acquisitions Policies:

Debt Requirements - Sauk County shall comply with all statutory debt requirements, currently Chapter 67 of the Wisconsin Statutes. Wis. Stat. § 67.03(1)(a) requires that the County's aggregate debt not exceed five percent of the value of the taxable property in the County as equalized for state purposes. Sauk County is currently utilizing only 2.26 percent of this maximum. Further, the County shall issue debt only to the extent that the project funded by this debt fulfills a public purpose. Debt shall not be issued to fund ongoing, operational expenses. Debt shall only be issued to the extent that the County is able to fund principal and interest repayments within County levy limitations. The duration of debt should not exceed the life of the asset for which the debt was issued. Bond proceeds shall be invested in County-approved designated depositories, and shall strive to earn the maximum interest possible on these invested funds. Notwithstanding, all Internal Revenue Service arbitrage rules shall be followed.

A variety of debt instruments shall be allowed, including sale of bonds in the open market, notes or commercial paper issued by local financial institutions, both capital and operating leases, bond anticipation notes, and lines or letters of credit. The County's tax-

exempt status shall be used to the extent allowable. A variety of methods of sale shall be considered and the most advantageous to the County shall be used. These methods may include competitive sale, negotiated sale or private placement. The County shall strive to maintain the highest credit rating possible. When proven cost-effective, credit enhancement in the form of letters of credit, bond insurance or surety bonds may be used. All ongoing disclosure requirements shall be honored.

Existing debt may be refunded only if the present value of the refunding instruments' payments demonstrates a savings to the County of at least 2.5 percent. Debt should not be refunded solely for the purpose of improving the County's cash flows.

Capital outlay - Capital outlay shall be defined as expenditure of \$5,000 or greater for an item having a useful life of not less than three years. This includes real property and equipment acquisition or construction. The funding source does not have any bearing on whether an expenditure is for a capital asset. Major repairs or additions to existing assets may be capitalized if these expenditures increase the useful life of the asset, increase the output of the asset or enhance the quality of the output. A group of items whose value in aggregate is greater than \$5,000 but whose individual values are less than \$5,000 shall not be capitalized. (Financial Policy 1-95, Outlay Expenditures)

Capital improvements - A capital improvement shall be defined as expenditure of \$25,000 or greater for an item having a useful life of not less than seven years. A capital improvement plan (CIP) is developed and updated every year with anticipated capital improvement projects over the successive ten years. A team consisting of County Board members and staff reviews all projects, as developed by department managers and their oversight

committees. Projects are prioritized based on need, initial cost, future annual costs, economic impacts, social impacts and relationship to County-wide goals. This CIP is then incorporated into the County's budget. (Financial Policy 1-96, Capitalized / Fixed Asset Accounting, and Financial Policy 4-96, Capital Improvements)

Overall Financial Management Policies:

Accounting practices - Sauk County shall establish and maintain a high standard of accounting practices. All accounting practices will conform to Generally Accepted Accounting Practices as promulgated by the Governmental Accounting Standards Board. The basis of budgeting and financial reporting for each fund is included in the Tables and Charts section of this budget. The County shall comply with all State and Federal laws and regulations. Once accepted by the appropriate oversight body, all grant requirements will be adhered to and any instances of noncompliance will be rectified as soon as possible. (Financial Policy 7-95, Accounting Practices)

Audit - An annual independent audit of the County's financial records by a competent certified public accountant shall be performed. The audit shall meet the requirements of the federal Single Audit Act of 1984, related Office of Management and Budget Circulars, and subsequent amendments and guidance. Internal controls will be maintained to provide reasonable, but not absolute, assurance regarding safeguarding of assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of control should not exceed the benefits likely to be derived, and the evaluation of costs and benefits

requires estimates and judgments by management. (Financial Policy 8-95, Independent Audit)

Investments - Sauk County shall invest its funds under the “prudent person rule.” The objective of these investments, in order of importance, shall be a) preservation of principal, b) liquidity of investments, and c) rate of return. Only investments outlined in Wis. Stats. § 66.0603 will be entered into, and the County will diversify its portfolio by investing in a variety of instruments. Invested funds must be insured or collateralized to their full value. Derivatives shall not be used, and the County will not leverage its investments (borrow monies for the purpose of investing). (Financial Policy 10-95, Investments)

Fiscal Notes - All Sauk County resolutions and ordinances will have a fiscal note attached that shall contain a) the amount of receipt or disbursement, even if County funds are not being utilized, b) from (to) whom the funds are being received (paid), c) the titles of general ledger accounts being used, d) a description of timing of receipts or payments, and e) an indication of whether or not funds are included in the budget. (Financial Policy 14-95, Fiscal Notes)

Cash Handling - Sauk County departments shall use responsible cash handling procedures that keep County funds secure. Cash received by County departments shall be deposited with the Treasurer not less than weekly, preferably daily; remote offices shall be subject to the same rule with deposits going to an

authorized bank instead of the Treasurer. Cash shall be kept in a secure place, pre-numbered receipts shall be used, and a journal of receipts kept. Change funds should be reconciled daily to the receipts journal. Change funds should not be commingled with petty cash funds. Petty cash funds shall be kept in a secure place and reconciled at least monthly. All bank accounts must be first authorized by the Finance Committee. Each bank account’s custodian shall safeguard all checks or other information containing account data, record all transactions, and perform a monthly reconciliation. Whenever possible, the duties of cash handling and reconciliation should be segregated and performed by separate staff. (Financial Policy 2-94, Petty Cash; 5-95, Miscellaneous Bank Accounts; and 3-97, Cash Handling)

Purchasing - Sauk County shall have a standard manner by which to purchase items for county use. Purchases and contracts for less than \$10,000 require at least three documented price quotes (informal, written or verbal, responses by vendors). Purchases and contracts over \$10,000 require bids/proposals (formal, written documentation from vendors in response to a County’s request for specific information), and approval by the County Board. Purchases and contracts over \$25,000 have the same requirements as those over \$10,000, and additionally must be included in the capital improvement plan. Full life cycle cost comparisons, including maintenance, insurance and present value calculations are required. (Financial Policy 4-94, Purchasing Policy)

Additional Non-Fiscal Policies, Plans and Ordinances

Sauk County has set forward a wide variety of planning documents, analyses, policies, and ordinances, which are intended to guide and direct the County Board's actions and appropriations. These planning processes occur on a variety of timelines, some annually, and some as infrequently as every five years. Regardless of when reviewed, they all inform the annual budget process, and often the annual budget informs these processes, as well. Taken in total, this body of work establishes the operational priorities of the County. Administrative staff and the Finance Committee made specific recommendations relative to the appropriate funding at the departmental and/or programmatic level. The following table identifies the significant impacts of these funding recommendations on ongoing projects and priorities:

Additional Non-Fiscal Policies, Plans and Ordinances		
Plan / Policy	Function	Impacts in 2020 and Beyond
County Strategic Plan	Develops biennial strategic goals. This is updated in generally April of each odd-numbered year, midway through the two-year term of office for County Board members.	Operationalized through goals and objectives in the existing budget. The review of strategic issues that are incorporated into the current 2020 budget are detailed in the Transmittal message, <i>2020 Budget Highlights</i> section. April of 2019 was mid-term of office for the Sauk County Board. At this point in every term, the Board reviews and prioritizes major strategic issues facing the County over the upcoming 10 years. The 2020 budget responds to these issues through funding for energy efficiency projects, the Great Sauk State Trail, planning processing, placemaking, building security, criminal justice coordination, and additional supervision in child protective services.
Personnel Ordinance (Chapter 13, Sauk County Code of Ordinances)	Sauk County has codified its personnel policies into ordinance form with an accompanying Employee Policies & Procedures handbook. These establish the policies and procedures used in the administration of the human resources functions for non-represented employees and for represented employees when collective bargaining agreements are silent.	The budget wage and benefit projections are based on the requirements and guidance in the Personnel Ordinance and Policies & Procedures handbook.

Additional Non-Fiscal Policies, Plans and Ordinances		
Plan / Policy	Function	Impacts in 2020 and Beyond
Capital Improvement Plan	Forecast major expenditures in excess of \$25,000. This is updated annually.	The Capital Improvement Projects Plan anticipates various ongoing activities required to maintain a healthy infrastructure. Road and building maintenance being the priorities.
Succession Planning / Continuity Planning	Forecasting future need in skill sets and capabilities for essential county operations. Development of strategy to address increased competition for workforce talent.	Creates an operational plan for continuity of operations as transition and change occur. Succession planning offers opportunities for talent development. Includes details on areas where restructuring can occur as warranted, by keying on essential tasks within programmatic areas. This is tied to five-year plans that anticipate revenues and expenditures in order to maintain ongoing levels of service.
Land Records Modernization Plan	The Land Records Modernization Plan is a requirement by the State of Wisconsin in order to retain certain fees from the recording of documents by Sauk County. This plan defines our activities related to land records improvement. These improvements typically include the digitization of hard copy information and the provision of information to the public via online resources. State Statute requires plan updates submitted to the State every three years.	Ongoing projects include remonumentation of section corners for which approved GPS Coordinates have not been collected, further improvements to the online Geographical Information System (GIS), and the addition of web-based applications to automate various land information and management functions.
Land and Water Conservation Plan	The functions of this plan are to identify the County's priorities in the preservation of its soil and water resources, to identify appropriate remedial measures, and to allocate necessary resources.	Cross-plan coordination will ensure that the conservation plan is consistent with the Comprehensive Outdoor Recreation Plan and the Comprehensive County plan. It is anticipated that this will allow for maximization of resources.
Community Long Term Support Plan	This plan addresses the palette of services available to individuals maintained in the community as an alternative to long term institutional care.	Minor impacts directed at a limited number of extremely high cost cases. These impacts may, however, increase the County's risk that individuals will require higher cost residential treatment.

Additional Non-Fiscal Policies, Plans and Ordinances		
Plan / Policy	Function	Impacts in 2020 and Beyond
Public Health Plan	This plan identifies significant community health issues beyond those mandated by law and establishes priorities necessary to direct the allocation of resources.	Accreditation with the Public Health Accreditation Board occurred. Programmatic changes continue as the department expands preventative programming. The Nurse-Family Partnership Program (a preventative program to address an array of health and social issues) is working with clients and expanding its client list. It is an evidence-based program that produces strong societal outcomes.
Place Plan	This plan identifies strategies that will promote cooperation, collaboration, and the preservation and utilization of the County's assets as an opportunity to distinguish it as a unique place.	The first step in implementing this plan will be through hiring a community liaison who will help with many of the goals and strategies laid out in the plan.
Highway Improvement Plan	This plan is a subset of the Capital Improvements Plan regarding highway construction and reconstruction projects.	2020 projections include: 2020 County Highway A – Baraboo City Limits to CTH T (6 miles), 2021 County Highway A – CTH T to USH 12 (5 miles), 2022 County Highway G - STH 58 to Juneau County Line (10 miles), 2023 County Highway O - CTH C to STH 60 (6 miles), 2024 County Highway B - STH 23 to STH 60 (11 miles), 2025 County Highway P - STH 23 to CTH H (5.5 miles)
Management Information Systems Plan	The Management Information Systems (MIS) Plan governs the development and maintenance of both the hardware associated with the County's computer systems, and the software which operates on them. The intent of the plan is to support the continuous improvement and timely update of county systems in a fiscally responsible manner.	All desktop computers are replaced on a rolling four-year basis, resulting in the replacement of approximately 150 units per year. Servers and network infrastructure are replaced under the MIS Capital Improvements plan, which provides annual funding for improvements over a ten-year period.
Sauk County Aging Plan	This plan governs the interaction of state and federal programs directed specifically at older Americans.	The County Aging Plan speaks directly to services offered at the county level for the aging. A plan was created for 2019-2021. Objectives of the plan include supporting those with dementia, food insecurity, improving health aging, advocate, and support caregivers.
Emergency Management / SARA Planning	This set of planning materials governs the County's disaster preparedness.	The County will continue to use other public and private entities to respond to the release of hazardous materials into the environment.

Additional Non-Fiscal Policies, Plans and Ordinances		
Plan / Policy	Function	Impacts in 2020 and Beyond
Continuity of Operations Plan / Continuity of Government	This plan outlines procedures if primary County facilities become unusable and dictates action needed for emergency response.	These intertwined plans help assure resiliency during change, both planned and unplanned.
Solid Waste Long Range Usage Plan	The Long Range Usage plan delineates the future plan for the usage of the closed Solid Waste site.	The County will continue ongoing environmental monitoring and establish a plan to minimize potential future tax levy impact.
Comprehensive Outdoor Recreational Plan	The recreation plan iterates county services and associated projects, as well as incorporates recreational activities across the county (such as bike trails and the National Parks Ice Age trail) and works to identify recreational assets regardless of ownership. The plan investigates the development of additional recreational opportunities on county owned property. It is updated every five years.	The adopted plan makes many recommendations that need to be implemented over time, including purchasing land.
Comprehensive Plan	Informs goals and objectives regarding stakeholder views on and about county government and partnership opportunities. By Wisconsin Statute, it should be updated every 10 years.	The comprehensive plan goals and objectives have provided a base of information for the development of yearly goals and objectives in departmental areas. The plan is also utilized as a resource when researching public policy decisions.
Great Sauk State Trail Cooperative Plan	This plan establishes and articulates a consistent vision for how the Great Sauk State Trail will be used and what message the trail conveys relative to the area's history, geology, and ecology.	2019 was the first full year that Tier 1 and 2 of the trail is open to the public. Planning and building of the trail will continue for 2020.
Baraboo River Corridor Plan	This plan is a partnership between the Village of North Freedom, Village of West Baraboo, City of Baraboo, and Sauk County. This plan will lay the groundwork for future planning efforts and improvements to the Baraboo River Corridor.	Some improvements to the Baraboo River have been made and exploration of funding implementation continues.

BUDGET SUMMARY

2020 Budget Process

Development of a budget for an organization with as many distinct facets as Sauk County is a highly interactive process between multiple stakeholders. The budget is far more than just numbers on a page. It is the primary method by which the County Board sets policy, implements long-term plans and directs the operations of its government. With such broad reaching and crucial purposes, it is vital that adequate time is given to gather input from the various stakeholders, thoroughly examine the ramifications of changes, and thoughtfully assure that the good of the whole is being maintained.

The following graph shows the complex and interactive relationship between these stakeholders.

Primary Stakeholders in Budget Development

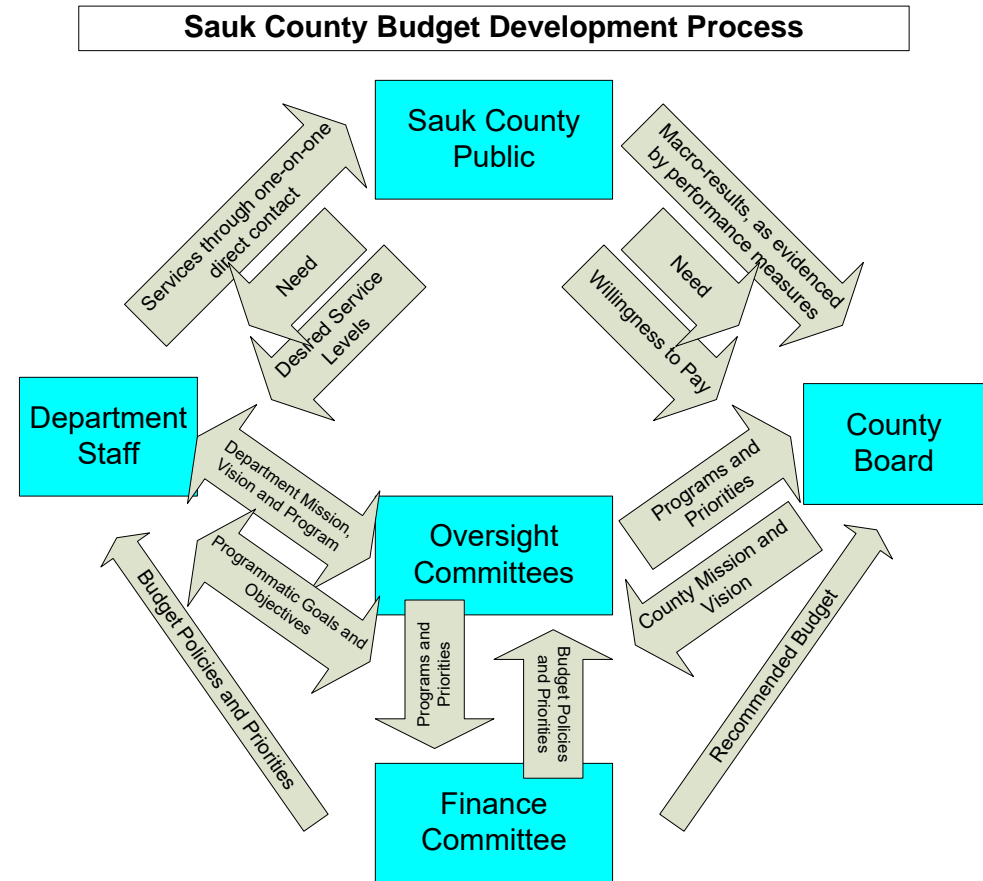
Public (P): The electorate in need of services.

County Board (CB): The 31-member body corporate, which adopts the budget and sets the property tax levy.

Oversight Committees (OS): Committees of the County Board tasked with conducting more in-depth review of alternatives in program priorities and service provision.

Finance Committee (Fin): Committee charged with developing a framework to manage the budget process and making a budget recommendation to the County Board, which allocates available resources to conflicting priorities.

Department Heads (DH): Professionals with detailed knowledge of mandate requirements and capacity to provide given programs.



This “busy” chart highlights the interactive nature of the budget development process. Budget development is by no means linear.

Theoretical budget development translates into a number of specific actions taken by the primary stakeholders. A summary budget calendar shows that a single year's budget development is a yearlong endeavor. Although the budget is in effect for only one year, it is built on prior history and sets the stage for multiple upcoming years. The process starts with a review of previous year

outcomes and performance measures through the annual report. Then, current knowledge is applied to develop the budget year's plans and amounts. Whenever uncertainties are encountered, the guidance is to forecast using the most logical and likely outcome while remaining conservative. No decisions are made without consideration of sustainability into the future.

Summary Budget Development Calendar	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Annual report of prior year results compiled		DH										
Finance Committee review of budget policies & priorities, timeline			Fin									
County Board Mid-Term Assessment to develop and prioritize strategic issues for upcoming two years (held in odd-numbered years)				CB								
Oversight committee and departmental program review; development of mission, vision, goals, objectives, performance measures, projections				OS, DH								
Citizen public input forums					P, CB							
Capital improvement projects developed						DH						
Oversight committee and departmental budget development						OS, DH						
Administrative Coordinator issues budget guidance							DH					
Capital improvements team reviews and ranks major projects for upcoming ten year period								OS				
Technical administrative review of budget submissions								DH				
Finance Committee review of budget submissions									Fin			
Finance Committee proposed budget presented to County Board and public										Fin		
Proposed amendments to Finance Committee recommendation reviewed											Fin	
Public hearing on proposed budget											CB	
Budget adoption											CB	
Information gathering about public need	P, CB											
Budget monitoring	OS, DH											

CB-County Board

DH-Department Heads

Fin-Finance Committee

OS-Oversight Committees

P-Public

Budget development begins with articulation and prioritization of Countywide and departmental goals and objectives, accomplished through County Board and committee strategic planning meetings and public forums. The process itself is integrated with decisions and discussions interweaving between departmental staff and the committees of the Board. Specifics of resource need (personnel levels, equipment, etc.) are initially drafted by department managers based on their detailed knowledge of day-to-day operations and funding sources. Elected officials prepare budget drafts and follow the same process as all other department heads. These budgets are presented to oversight committees, whose role is to deliberate and ultimately approve departmental budgets to the Finance Committee. The Finance Committee is tasked with balancing “the big picture” of available funds with all requests, applying the same criteria to all requests. The Finance Committee must forward a budget recommendation to the full County Board in October. The County Board has one month to review the Finance Committee’s recommendation, and the final budget must be adopted in November. The County Board is not required to fund all requests.

Amendments after Adoption

Every effort is made to abide by the budget adopted in November; however, new situations can arise that merit amendments. The Sauk County budget process is governed by Wis. Stat. §65.90, as well as the Rules of the Sauk County Board of Supervisors, which

2020 Summary Data

Much of the annual Sauk County budget presentation is directed at department specific detail. This level of detail is intended to provide relatively concise guidance to individual departments and functions in terms of the resources available to fulfill the visions they set forth. It is also appropriate to look at summary data across the entire spectrum of County services to identify trends and impacts, which may not be easily identifiable at the more detailed level.

states that any expenditure change which deviates from the original purpose of the adopted appropriations constitutes a “budget change” and must be approved by a two-thirds vote of the entire County Board. Each proposed change is considered on a case-by-case basis as the need arises.

This amendment process includes transfers requested from the Contingency Fund, as well as additional funds requested to supplement budgeted funds as the result of additional revenues received. A resolution is required to modify the budget.

State law also allows county boards to delegate specific budgetary fund transfer authority powers to its Finance Committee. The Sauk County Finance Committee is empowered to authorize transfers between budgeted items within an individual office, agency, or department. However, the Finance Committee defers exercising this authority through the Rules of the Board.

Ultimately, the budgetary level of control is the net of revenues and expenses by department. Undue focus on specific line items creates an environment that stifles ingenuity. Focus on specific line items also encourages over-budgeting in each line to guard against potential punishment if that line’s budget is exceeded. Monitoring within categories (such as labor or supplies and services) is considered, but department managers have latitude to alter expenditures that would affect category total budgets.

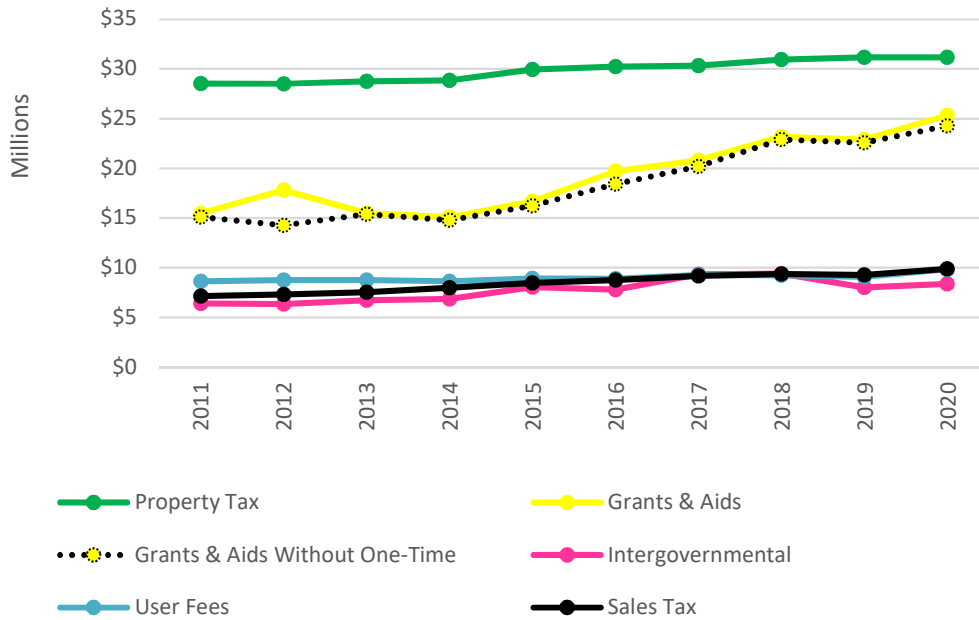
2020 Adopted Budget by Fund Type

	<u>General</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Enterprise</u>	<u>Internal Service</u>	<u>Totals</u>
Revenues						
Property Taxes	\$ 17,218,325	\$ 8,650,883		\$ 5,861,668	\$ -	\$ 31,730,876
Other Taxes	685,195	-		-	-	685,195
Sales Tax	9,889,000	-		-	-	9,889,000
Grants & Aids	5,260,017	17,296,033		2,780,317	-	25,336,367
Licenses & Permits	856,336	20,500		-	-	876,836
Fines, Forfeitures & Penalties	327,500	162,000		-	-	489,500
User Fees	1,698,842	764,468		7,368,238	-	9,831,548
Intergovernmental Charges	3,622,735	4,500		4,310,121	433,250	8,370,606
Donations	2,250	115,900		2,500	-	120,650
Interest	529,945	178,100	25,000	160,000	8,000	901,045
Rent	471,374	-		-	-	471,374
Miscellaneous	263,484	23,400		1,150	-	288,034
Transfers from Other Funds	250,000	56,000	1,461,089	1,033,810	-	2,800,899
Use of Fund Balance	<u>7,270,302</u>	<u>466,159</u>	<u>376,686</u>	<u>3,484,000</u>	<u>31,961</u>	<u>11,629,108</u>
Total Revenues	48,345,305	27,737,943	1,862,775	25,001,804	473,211	103,421,038
Expenses / Expenditures						
Wages & Salaries	19,178,856	8,786,406		9,192,841	-	37,158,103
Labor Benefits	7,222,928	3,220,944		3,962,472	-	14,406,344
Supplies & Services	12,497,957	14,642,397		7,837,581	465,500	35,443,435
Debt Service - Principal	-	-	1,790,000	820,000	-	2,610,000
Debt Service - Interest & Charges	-	-	72,775	213,810	-	286,585
Capital Outlay	6,994,665	894,390		2,815,100	-	10,704,155
Transfers to Other Funds	2,450,899	190,000		160,000	-	2,800,899
Addition to Fund Balance	<u>-</u>	<u>3,806</u>	<u>-</u>	<u>-</u>	<u>7,711</u>	<u>11,517</u>
Total Expenditures	48,345,305	27,737,943	1,862,775	25,001,804	473,211	103,421,038
Net Change in Fund Balances	(7,270,302)	(462,353)	(376,686)	(3,484,000)	(24,250)	(11,617,591)
Estimated January 1 Fund Balances	<u>40,975,584</u>	<u>8,472,778</u>	<u>753,374</u>	<u>22,561,561</u>	<u>908,819</u>	<u>73,672,116</u>
Estimated December 31 Fund Balances	<u>\$ 33,705,282</u>	<u>\$ 8,010,425</u>	<u>\$ 376,688</u>	<u>\$ 19,077,561</u>	<u>\$ 884,569</u>	<u>\$ 62,054,525</u>

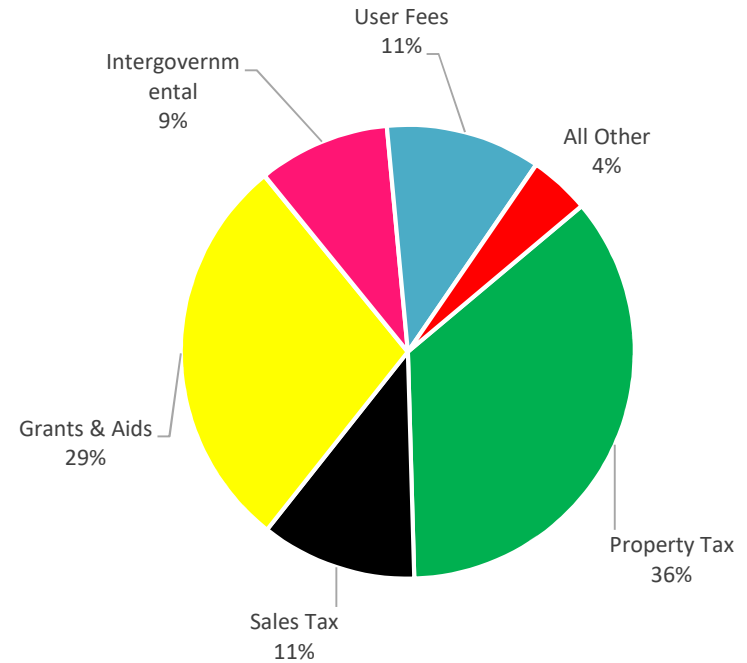
Revenues

Revenue streams outside the property tax levy and fund balances are pursued to the greatest extent possible. The acceptance of outside funding that obligates the County to additional expense, either cash or efforts, is scrutinized. The County seeks to diversify its revenues so as not to limit the dependence on one or only a few sources.

Revenue Trends by Category
2011- 2020



Relative Size of Major Revenues
2020 Budget



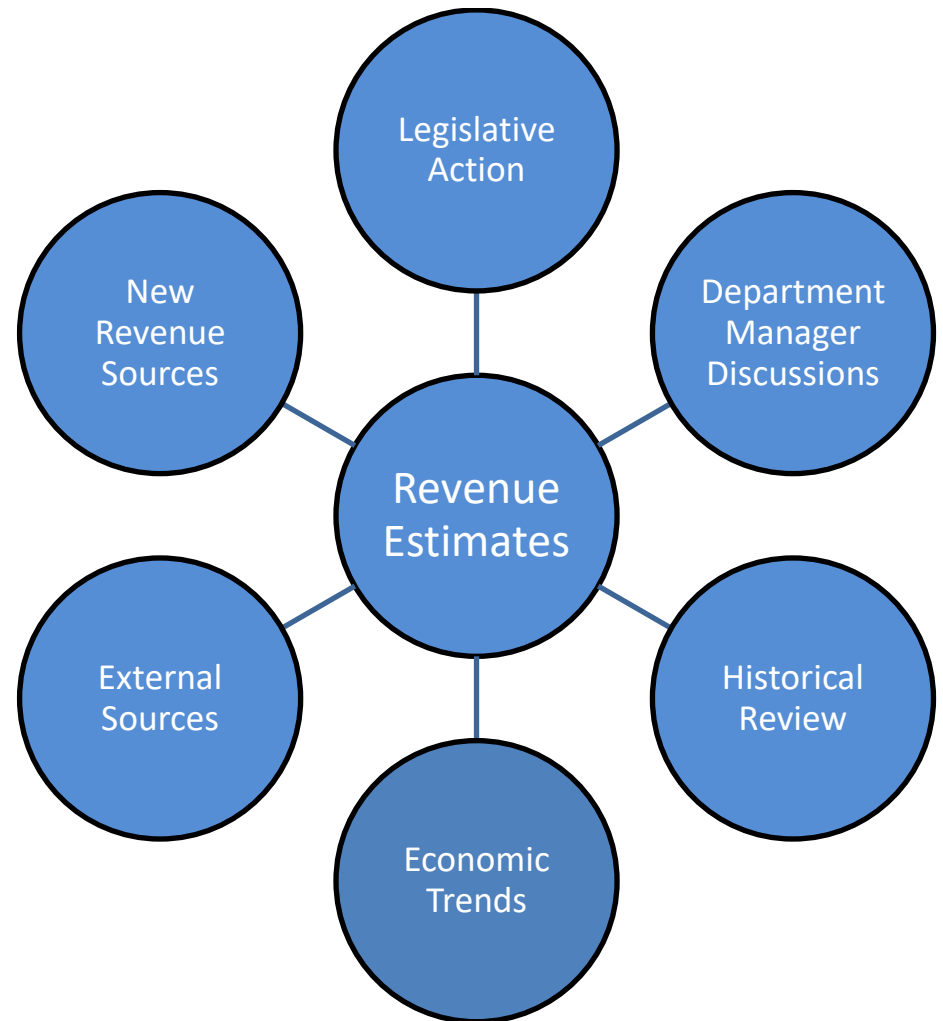
The Revenue Trends chart shows by category how countywide major revenue sources have changed over time; as well as provides a pictorial view of the revenue relationships. Of greatest note is the relationship between grants and aids, particularly when excluding one-time grants and aids, and property tax levels.

Categories not included are: Miscellaneous Revenues, Licenses and Permits, Fines and Forfeitures, Transfers, Interest, Other Taxes, Rent, Bond Note Proceeds, Proceeds from Capital Leases, Use of Fund Balance and Donations. These revenues are not included because of minimal overall budgetary impact or they are volatile by nature.

Estimated Revenue Assumptions

Several factors are considered when making the revenue estimates included in the budget. The general assumptions follow, but every revenue line is scrutinized as the budget is drafted.

1. **Legislative Action:** Monitoring the state legislature is a key factor in considering the amount of assistance the State of Wisconsin will provide local governments.
2. **Department Manager Discussions:** Discussions with department heads during the budget process provide vital information to the expectation of revenue streams related directly to their areas of expertise.
3. **Historical Review:** A review of previous years' revenue to assist in the prediction of trends or cyclical flows of revenue streams are considered in making revenue projections.
4. **Economic Trends:** The local economic condition is considered when making projections.
5. **External Sources:** Information from surrounding communities, financial advisors, key vendors and other reliable third parties is considered in making revenue projections.
6. **New Revenue Sources:** Research and analysis of new and existing cost and fee structures for continued feasibility is employed.



Overview of Major Revenues

Introduction

Revenue estimation is a key component in constructing the annual budget, as well as considering the future budget beyond the one-year timeframe. The overall approach is to make realistic yet conservative projections based on the best information available at the time. The approach is to consider total fund revenues as a “basket” of individual revenues, each with its own history of predictability, stability, or volatility. The actual collection of individual revenue sources is expected to vary from the estimate.

The methods used are a combination of trend analyses, statistical techniques, forecasting from outside experts, and common sense. Where appropriate, computer models have been developed and information is tracked to provide updated projections.

Although Sauk County is very stable, macroeconomic trends such as inflation, unemployment, and the real estate market do affect the County’s financial condition. Other independent variables such as weather and the business community’s workforce also affect collections. Special attention is focused on the major revenue sources, which comprise the County’s budget.

Fund (In expenditure magnitude order)	Property Tax	Sales Tax	Grants & Aids	Intergovern- mental	User Fees	Use of Fund Balance & Transfers	All Other
General	\$\$\$\$\$\$\$	\$\$\$\$	\$\$\$	\$\$	\$	\$\$\$\$	\$\$
Human Services	\$\$\$\$		\$\$\$\$\$\$\$		\$	\$	\$
Highway	\$\$		\$	\$\$	\$	\$\$	\$
Health Care Center	\$		\$	\$	\$\$\$	\$	\$
ADRC	\$		\$	\$	\$	\$	\$
Debt Service						\$	\$
Land Records	\$		\$		\$	\$	
CDBG-ED			\$				
Workers Compensation				\$		\$	
Landfill Remediation						\$	\$
Jail Assessment							\$
Insurance				\$			\$
Dog License							\$
CDBG-Housing Rehab							\$
Drug Seizures						\$	\$

Magnitude of Revenues by Fund	
\$	\$0 to \$2.5 million
\$\$	\$2.5 to \$5.0 million
\$\$\$	\$5.0 to \$7.5 million
\$\$\$\$	\$7.5 to \$10.0 million
\$\$\$\$\$	\$10.0 to \$12.5 million
\$\$\$\$\$\$	\$12.5 to \$15.0 million
\$\$\$\$\$\$\$	\$15.0 to \$17.5 million

Property Tax Levy

Description	A levy on real and certain personal property owners within Sauk County based on equalized valuation. The property tax dollars include general purpose levy dollars, as well as special purpose levies such as bridge and library aids that may not be levied equally over all municipalities. Exemptions from the levy may apply to eligible governmental and not-for-profit entities. The property tax levy is the revenue source most under the control of the Board of Supervisors. In its simplest form, the amount of the levy is determined by estimating the amount of anticipated cost of providing services and subtracting the anticipated revenues from other sources.																																																									
Authorizations	Wis. Stats. §65.90 – Municipal budgets. Wis. Stats. §66.0602 – Local levy limits. Wis. Stats. §74.47(1) – Interest on delinquent taxes of 1.0 percent per month. Sauk County Code of Ordinances §30.05 – Penalty on delinquent taxes of 0.5 percent per month.																																																									
Source	Real and certain personal property owners in Sauk County.																																																									
Use	Generally expendable at the County’s discretion. Special purpose levies for bridge aid, libraries, and veterans’ service may only be used for those specific purposes.																																																									
Payment	Property taxes are levied in December on the assessed value as of the prior January 1. In addition to property taxes for the County, taxes are collected for and remitted to the State and municipal governments, as well as the local school districts and technical colleges. The first half installment is due by January 31 and is paid to the municipal (town, village or city) treasurers. These treasurers retain their municipalities’ share and remit the remainder to the county for further distribution. All property taxes after January 31 are paid to the County, with the second and final installment due July 31. Tax collections become the responsibility of the County, and all other taxing jurisdictions receive the full amount of their taxation. The County may charge interest and penalty totaling 1.5% per month. After three years delinquency, the County may acquire ownership of properties.																																																									
Expiration	None. Wis. Stats. §59.605, the tax levy rate limit, was eliminated with 2013 Act 20, the 2013-2015 State budget.																																																									
History	<table border="1"> <thead> <tr> <th><u>Year</u></th> <th><u>Amount</u></th> <th><u>Amount Over/(Under) Levy Limit</u></th> </tr> </thead> <tbody> <tr><td>2011</td><td>28,538,084</td><td>(1,485,957)</td></tr> <tr><td>2012</td><td>28,513,778</td><td>(1,226,097)</td></tr> <tr><td>2013</td><td>28,758,630</td><td>(407,347)</td></tr> <tr><td>2014</td><td>28,848,878</td><td>(354,710)</td></tr> <tr><td>2015</td><td>29,962,311</td><td>(0)</td></tr> <tr><td>2016</td><td>30,227,641</td><td>(0)</td></tr> <tr><td>2017</td><td>30,350,425</td><td>(43,526)</td></tr> <tr><td>2018</td><td>30,969,018</td><td>(0)</td></tr> <tr><td>2019</td><td>31,162,356</td><td>(0)</td></tr> <tr><td>2020</td><td>31,730,876</td><td>(9,278)</td></tr> </tbody> </table>	<u>Year</u>	<u>Amount</u>	<u>Amount Over/(Under) Levy Limit</u>	2011	28,538,084	(1,485,957)	2012	28,513,778	(1,226,097)	2013	28,758,630	(407,347)	2014	28,848,878	(354,710)	2015	29,962,311	(0)	2016	30,227,641	(0)	2017	30,350,425	(43,526)	2018	30,969,018	(0)	2019	31,162,356	(0)	2020	31,730,876	(9,278)	<table border="1"> <thead> <tr> <th>Year</th> <th>Levy Rate</th> </tr> </thead> <tbody> <tr><td>2011</td><td>\$28.54</td></tr> <tr><td>2012</td><td>\$28.51</td></tr> <tr><td>2013</td><td>\$28.76</td></tr> <tr><td>2014</td><td>\$28.85</td></tr> <tr><td>2015</td><td>\$29.96</td></tr> <tr><td>2016</td><td>\$30.23</td></tr> <tr><td>2017</td><td>\$30.35</td></tr> <tr><td>2018</td><td>\$30.97</td></tr> <tr><td>2019</td><td>\$31.16</td></tr> <tr><td>2020</td><td>\$31.73</td></tr> </tbody> </table>		Year	Levy Rate	2011	\$28.54	2012	\$28.51	2013	\$28.76	2014	\$28.85	2015	\$29.96	2016	\$30.23	2017	\$30.35	2018	\$30.97	2019	\$31.16	2020	\$31.73
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Assumptions & Future Expectations	2005 was the first year that property taxes exceeded grants and aids as a revenue source, a trend that has continued each year since then. Levy limits imposed at the State level are expected to continue indefinitely.																																																									

Sales Tax

Description	County option sales tax of 0.5% “piggy-backed” on the Wisconsin sales tax of 5.0%. Enacted by Sauk County April 1, 1992.																																													
Authorizations	Wis. Stats. Chapter 77, Subchapter V. Sauk County Code of Ordinances §30.04.																																													
Source	Purchases (as defined by the State of Wisconsin) within Sauk County. Exemptions from the tax may apply to eligible governmental and not-for-profit entities.																																													
Use	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.																																													
Payment	The State of Wisconsin collects and administers the sales tax on the County’s behalf. After retaining an administration fee of 1.75%, the State forwards the County’s portion of sales tax collections monthly.																																													
Expiration	None.																																													
History (2019 and 2020 are budgeted numbers)	<table border="1"> <thead> <tr> <th><u>Year</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr><td>2011</td><td>7,140,919</td></tr> <tr><td>2012</td><td>7,323,695</td></tr> <tr><td>2013</td><td>7,519,870</td></tr> <tr><td>2014</td><td>8,000,256</td></tr> <tr><td>2015</td><td>8,483,880</td></tr> <tr><td>2016</td><td>8,764,687</td></tr> <tr><td>2017</td><td>9,172,923</td></tr> <tr><td>2018</td><td>9,383,467</td></tr> <tr><td>2019</td><td>8,775,658</td></tr> <tr><td>2020</td><td>9,889,000</td></tr> </tbody> </table>	<u>Year</u>	<u>Amount</u>	2011	7,140,919	2012	7,323,695	2013	7,519,870	2014	8,000,256	2015	8,483,880	2016	8,764,687	2017	9,172,923	2018	9,383,467	2019	8,775,658	2020	9,889,000	<table border="1"> <thead> <tr> <th>Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td>2011</td><td>\$7.14</td></tr> <tr><td>2012</td><td>\$7.32</td></tr> <tr><td>2013</td><td>\$7.52</td></tr> <tr><td>2014</td><td>\$8.00</td></tr> <tr><td>2015</td><td>\$8.48</td></tr> <tr><td>2016</td><td>\$8.76</td></tr> <tr><td>2017</td><td>\$9.17</td></tr> <tr><td>2018</td><td>\$9.38</td></tr> <tr><td>2019</td><td>\$8.78</td></tr> <tr><td>2020</td><td>\$9.89</td></tr> </tbody> </table>	Year	Amount	2011	\$7.14	2012	\$7.32	2013	\$7.52	2014	\$8.00	2015	\$8.48	2016	\$8.76	2017	\$9.17	2018	\$9.38	2019	\$8.78	2020	\$9.89
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Assumptions & Future Expectations	With its strong tourism base in the Wisconsin Dells and Lake Delton vacation area, Sauk County maintains large sales tax collections considering it is primarily rural. Prior economic conditions softened collections in 2009, but 2010 and subsequent collections are strong. Due to this line item’s volatility and general economic conditions, the County used the estimate provided by the Wisconsin Counties Association. The 2020 estimate is increased over 2019.																																													

Grants & Aids

Description	Dollars received from the State, Federal or other local governments, whether from aid formulas or applied for programs. Rarely, private grantors extend funds as well.																																													
Authorizations	Multiple variations by agency and type of grant.																																													
Source	There are around 50 Federal programs and around 75 State programs. Many State programs are in tandem with Federal programs, and nearly all Federal programs are administered by the State.																																													
Use	Nearly all grants and aids are segregated for the provision of specific services, with the largest receipts funding public health, child support, human services, and highway activities. Shared revenues of \$750,202 from the State are discretionary grants and aids.																																													
Payment	Varies by grant. Most grants are received after expenditure has been made and reports have been filed. Some provide for an advance of funds early in the year which are taken back late in the year. A very few grants are received in equal monthly or quarterly installments.																																													
Expiration	None.																																													
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Assumptions & Future Expectations	<p>Each grant is examined based on its particular set of facts and assumptions in light of pending changes from the Federal and State levels. Emphasis is placed on reviewing the degree to which the service provided is mandated and the amount of matching funds or time are needed.</p> <p>The continued erosion of grant funding and governmental aids puts extreme pressure on local governments to maintain essential services. Excluding these applications of one-time funds further illustrates the erosion of funding for ongoing programs. The discretionary shared revenue aid stayed relatively unchanged, but future reductions are expected.</p>																																													

Intergovernmental

Description	Charges between Sauk County departments for services, and in some cases between the County and other governments. With the exception of the Highway, Workers Compensation and Insurance Funds, the County does not extensively use internal service funds. A number of administrative or overhead costs are, however, "charged back" to operating departments.																																													
Authorizations	Payments from various Federal, State and other governmental agencies.																																													
Source	The five largest are charges for Highway maintenance and repairs; Management Information System (MIS) operation, maintenance and replacement of the components of the County's computer network; court security provided by the Sheriff's Department to the Courthouse; home delivered meals preparation provided by the Health Care Center for the Aging & Disability Resource Center (new in 2016); and self-insured workers compensation charges based on State insurance rates.																																													
Use	By allocating expenses between departments, the user departments are often able to claim additional costs against grants, gaining more funds for the County.																																													
Payment	Most charges are calculated by the Accounting Department and charged via the payroll system or through journal entries.																																													
Expiration	None.																																													
History (2019 and 2020 are budgeted numbers)	<table border="1"> <thead> <tr> <th><u>Year</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr><td>2011</td><td>6,409,031</td></tr> <tr><td>2012</td><td>6,349,543</td></tr> <tr><td>2013</td><td>6,720,854</td></tr> <tr><td>2014</td><td>6,856,581</td></tr> <tr><td>2015</td><td>8,050,983</td></tr> <tr><td>2016</td><td>7,799,672</td></tr> <tr><td>2017</td><td>9,328,065</td></tr> <tr><td>2018</td><td>9,399,637</td></tr> <tr><td>2019</td><td>8,197,371</td></tr> <tr><td>2020</td><td>8,370,606</td></tr> </tbody> </table>	<u>Year</u>	<u>Amount</u>	2011	6,409,031	2012	6,349,543	2013	6,720,854	2014	6,856,581	2015	8,050,983	2016	7,799,672	2017	9,328,065	2018	9,399,637	2019	8,197,371	2020	8,370,606	<table border="1"> <thead> <tr> <th>Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td>2011</td><td>\$6.41</td></tr> <tr><td>2012</td><td>\$6.35</td></tr> <tr><td>2013</td><td>\$6.72</td></tr> <tr><td>2014</td><td>\$6.86</td></tr> <tr><td>2015</td><td>\$8.05</td></tr> <tr><td>2016</td><td>\$7.80</td></tr> <tr><td>2017</td><td>\$9.33</td></tr> <tr><td>2018</td><td>\$9.40</td></tr> <tr><td>2019</td><td>\$8.20</td></tr> <tr><td>2019</td><td>\$8.37</td></tr> </tbody> </table>	Year	Amount	2011	\$6.41	2012	\$6.35	2013	\$6.72	2014	\$6.86	2015	\$8.05	2016	\$7.80	2017	\$9.33	2018	\$9.40	2019	\$8.20	2019	\$8.37
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Assumptions & Future Expectations	Highway charges are based on scheduled highway projects and projected costs for materials. MIS charges are based on review of specific equipment or programming projects detailed by department, a decrease of \$289,000. Court security charges are based on the actual costs of staff assigned to those tasks. Sauk County is using existing Health Care Center staff and kitchen equipment to prepare home delivered meals rather than contracting for their preparation. Nutrition program administration was an interdepartmental charge in 2015 only, as that program's management evolved. Sauk County is self-insured for workers' compensation, and there have been favorable losses allowing for low, stable rates charged to departments. County jail rental revenues of \$942,348 are budgeted for 2020. The remaining intergovernmental charges are based on historical averages.																																													

User Fees

Description	This category represents a wide range of sources, typically payments received for direct service provision.																																													
Authorizations	Some, such as fees received by the Register of Deeds, are set by state statute and changes reflect the anticipation of changes in volume of activity. Others, such as outpatient services provided by the Human Services Department and charges for care at the County's nursing home, have no direct statutory limit, but are in reality limited by the Medicaid and Medicare reimbursement rates.																																													
Source	Two-thirds of the revenues in this category come from fees charged at the County's nursing home.																																													
Use	User fees offset the costs of providing specific services.																																													
Payment	Fees are generally collected at the time a service is provided.																																													
Expiration	None.																																													
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Assumptions & Future Expectations	<p>Projections are based on expectations of patients served at the nursing home, as well as the type of services they receive and their payer source. Clerk of Courts fee projections are based on past trends, taking into account increased use of municipal courts, which decrease the County's fee collections. Register of Deeds filing fees are based on past trends as well, while considering economic conditions. Finally, Sheriff's Department fees for civil process are based on historical service use, while fees projected from charges for electronic monitoring remain relatively static given that the program has reached maximum capacity without adding more staff for monitoring</p> <p>Discretionary user fees are reviewed on an annual basis to determine a) if the fee is still needed, b) if the fee is carrying out the public policy for which it was created, c) if the fee is comparable to other municipalities in the County or to other counties in the state, and d) if there are any services that are being provided without charge for which we should be charging a fee. Reliance on user fees is expected to continue, if not increase slightly as grants and aids decrease.</p>																																													

All Other

Description	This category represents a wide range of sources, including Other Taxes, Licenses & Permits, Fines & Forfeitures, Donations, Interest, Rent, and Miscellaneous. It excludes Transfers Between Funds and Uses of Fund Balance.																							
Authorizations	Other taxes, licenses and permits, and fines and forfeitures are generally authorized by multiple Wisconsin statutes and the Sauk County Code of Ordinances.																							
Source (Primary listed)	<p>Other taxes: Interest and penalties on delinquent property taxes and real estate transfer taxes.</p> <p>Licenses & Permits: Conservation, Planning & Zoning land use and sanitary permits; and Environmental Health retail food inspections.</p> <p>Fines & Forfeitures: Clerk of Courts fines for traffic and other violations.</p> <p>Donations: ADRC home delivered and congregate meal programs and health department services.</p> <p>Interest: Interest earned on around \$55 million of invested funds. Also, interest repayment on revolving loan fund grants.</p> <p>Rent: Revenues from communication tower and fiber optic contracts.</p> <p>Miscellaneous: Principal repayment on Community Development Block Grants. Interest on delinquent fines.</p>																							
Use	Offsets the costs of overall County management and statutory obligations.																							
Payment	Varies by category.																							
Expiration	None.																							
History (2019 and 2020 are budgeted numbers)	<table border="1"> <thead> <tr> <th>Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td>2011</td><td>3,501,289</td></tr> <tr><td>2012</td><td>2,949,586</td></tr> <tr><td>2013</td><td>3,335,509</td></tr> <tr><td>2014</td><td>2,991,146</td></tr> <tr><td>2015</td><td>3,163,169</td></tr> <tr><td>2016</td><td>3,034,182</td></tr> <tr><td>2017</td><td>3,802,301</td></tr> <tr><td>2018</td><td>4,935,194</td></tr> <tr><td>2019</td><td>3,579,633</td></tr> <tr><td>2020</td><td>3,832,634</td></tr> </tbody> </table>	Year	Amount	2011	3,501,289	2012	2,949,586	2013	3,335,509	2014	2,991,146	2015	3,163,169	2016	3,034,182	2017	3,802,301	2018	4,935,194	2019	3,579,633	2020	3,832,634	
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Assumptions & Future Expectations	The economy plays a major role in many of the revenues of this category. Interest on investments decreased over the last ten years but is starting to rebound, from \$235,000 to \$900,000, even with cash balances remaining steady. This has led to increased efforts to seek higher return on investments, while retaining tolerable risk levels. Although a minor part of the budget, donations have languished with the economy. Rent has increased through use of the County's fiber optic network and communications towers to \$470,000.																							

Transfers from Other Funds - It is both appropriate and necessary to transfer from one fund type to another based on the purposes of both the donor and recipient fund. Projections in this category are for specific, known events.

Donor Fund	Recipient Fund	Purpose	Amount
Health Care Center	General Fund	Recognition of interfund interest	\$40,000
Highway	General Fund	Recognition of interfund interest	\$120,000
Human Services	General Fund	Recognition of interfund interest	\$90,000
Jail Assessment	Debt Service	Transfer of assessments to be used for jail debt reduction	\$100,000
General Fund	Human Services	Transfer for new outside agencies	\$56,000
General Fund	Health Care Center	Transfer of sales tax for payment of existing debt service	\$1,033,810
General Fund	Debt Service	Transfer of sales tax for payment of existing debt service	\$1,361,089
Total			\$2,800,899

Use of Fund Balance - Sauk County maintains balances necessary for the County's business purposes in many of its funds. Financial policy 5-94, Fund Balance / Retained Earnings and Contingent Funds Policy, defines appropriate uses of fund balances and retained earnings.

- Nonrecurring or rarely recurring **capital outlays** to reduce reliance on borrowed funds and future debt service costs.
- Nonrecurring **startup costs** of projects or programs that are expected to provide savings or increase efficiencies in the future.
- **Prepayment of outstanding debt** to generate greater rates of return than refinancing.
- **Termination costs** of ineffective or inefficient programs.
- All or part of the **contingency fund** since its expenditure is unlikely to occur.
- **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 analyzes previous years' turnover to reduce the property tax levy.
- **Continuing programs.** Allows funds received in one year to be expended in the next to complete the purpose for which funds were received.

2020 fund balance use detail can be found in the Tables and Charts section of this book. Projected uses of fund balance are **never for operations**.

Fund	Nonrecurring Capital Outlay	Startup Costs	Program Termination	Contingency Fund	Vacancy & Turnover	Continuing Programs	Totals
General	6,105,068	233,953	0	350,000	360,000	221,281	7,270,302
Highway	2,500,000				5,000	0	2,505,000
Health Care Center	679,000				300,000		979,000
Debt Service						376,686	376,686
Land Records Modernization						248,505	248,505
Human Services					160,000		160,000
Workers Compensation						31,961	31,961
Aging & Disability Resource Center	28,000						28,000
Landfill Remediation						18,654	18,654
Drug Seizures						11,000	11,000
Total	9,312,068	233,953	0	350,000	825,000	908,087	11,629,108

Revenues by Fund

Fund	2015	2016	2017	2018	2019	2020	2020 Change from 2019	
	Actual	Actual	Actual	Actual	Amended Budget	Budget	Amended Budget \$	%
General Fund								
General (Major Fund)	\$ 38,801,641	\$ 39,208,042	\$ 39,275,509	\$ 43,074,102	\$ 39,050,768	\$ 41,075,003	\$ 2,024,235	5.18%
Special Revenue Funds								
Aging & Disability Resource Center	\$ 1,923,483	\$ 1,864,541	\$ 2,102,567	\$ 2,352,737	\$ 2,367,807	\$ 2,478,455	\$ 110,648	4.67%
CDBG-Emergency Assistance Program	-	-	-	-	-	-	-	--
CDBG-Flood Relief Small Business	28,278	28,014	-	-	-	-	-	--
CDBG-Housing Rehabilitation	29,509	37,472	4,818	21,517	20,000	20,000	-	0.00%
CDBG-Economic Devel Revolving Loans	87,784	89,017	74,786	73,943	1,909,673	578,793	(1,330,880)	-69.69%
Dog License	27,314	25,898	25,811	22,578	23,450	20,500	(2,950)	-12.58%
Drug Seizures	8,106	7,336	21,562	1,279	100	100	-	0.00%
Human Services (Major Fund)	16,834,245	18,768,832	20,510,696	22,667,945	20,907,962	23,539,810	2,631,848	12.59%
Jail Assessment	98,123	93,094	102,790	110,771	100,000	100,000	-	0.00%
Land Records Modernization	152,575	398,962	384,896	381,508	412,762	446,126	33,364	8.08%
Landfill Remediation	22,582	36,329	48,181	94,112	15,300	88,000	72,700	475.16%
Subtotal Special Revenue Funds	\$ 19,211,999	\$ 21,349,495	\$ 23,276,107	\$ 25,726,390	\$ 25,757,054	\$ 27,271,784	\$ 1,514,730	5.88%
Debt Service Fund								
Debt Service	\$ 1,669,176	\$ 9,066,070	\$ 1,533,538	\$ 1,552,273	\$ 1,516,456	\$ 1,486,089	\$ (30,367)	-2.00%
Proprietary Funds								
Health Care Center	\$ 10,906,574	\$ 10,718,949	\$ 11,076,547	\$ 11,218,960	\$ 11,188,841	\$ 10,711,909	\$ (476,932)	-4.26%
Highway	9,924,280	10,282,974	11,153,410	11,237,948	9,892,203	10,805,895	913,692	9.24%
Subtotal Proprietary Funds	\$ 20,830,854	\$ 21,001,923	\$ 22,229,957	\$ 22,456,908	\$ 21,081,044	\$ 21,517,804	\$ 436,760	2.07%
Internal Service Funds								
Insurance	\$ 37,699	\$ 42,486	\$ 49,087	\$ 34,589	\$ 120,416	\$ 57,711	\$ (62,705)	-52.07%
Workers Compensation	268,980	197,873	220,234	260,584	293,103	383,539	90,436	30.85%
Subtotal Internal Service Funds	\$ 306,679	\$ 240,359	\$ 269,321	\$ 295,173	\$ 413,519	\$ 441,250	\$ 27,731	6.71%
GRAND TOTAL	\$ 80,820,349	\$ 90,865,889	\$ 86,584,432	\$ 93,104,846	\$ 87,818,841	\$ 91,791,930	\$ 3,973,089	4.52%

Excludes budgeted use of fund balances and retained earnings.

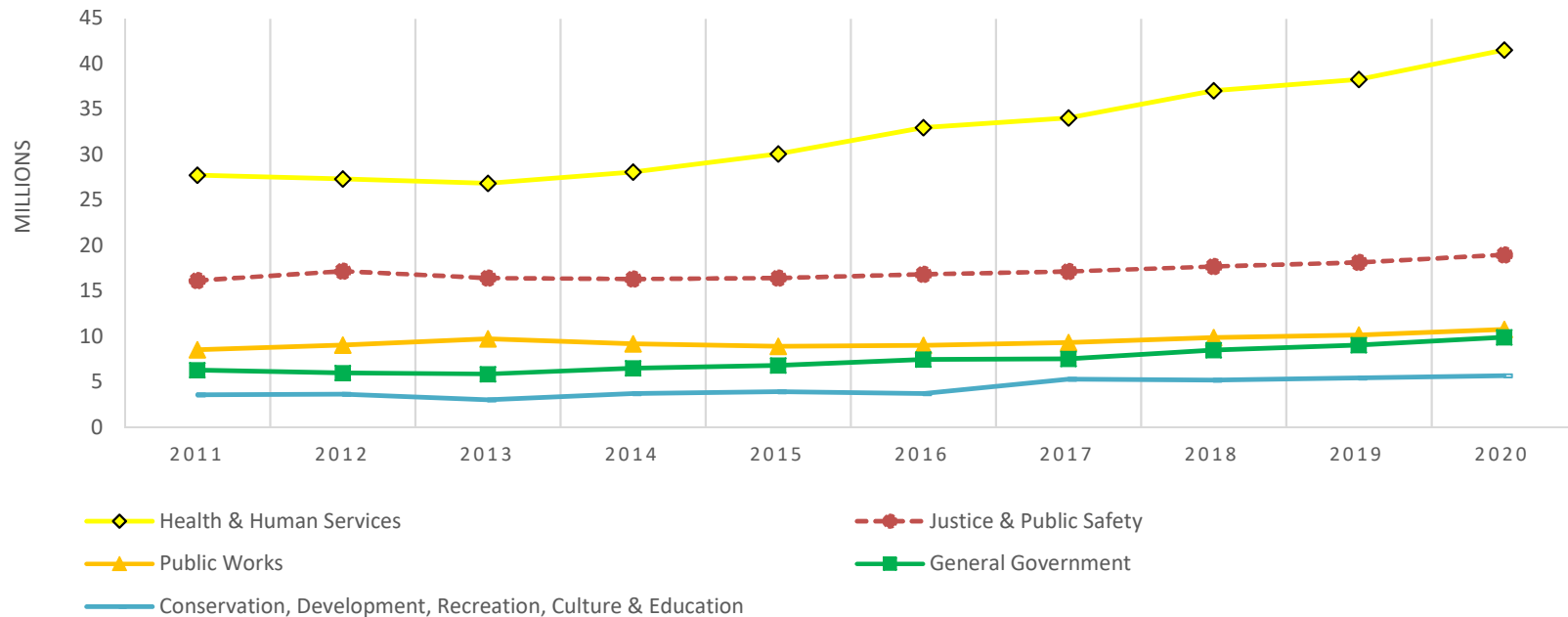
Expenses by Fund

Fund	2015	2016	2017	2018	2019	2020	2020 Change from 2019	
	Actual	Actual	Actual	Actual	Budget	Budget	Budget	%
							\$	%
General Fund								
General	\$ 37,375,195	\$ 35,039,581	\$ 37,578,998	\$ 40,648,875	\$ 43,761,191	\$ 48,345,305	\$ 4,584,114	10.48%
Special Revenue Funds								
Aging & Disability Resource Center	\$ 1,839,749	\$ 1,790,290	\$ 1,999,337	\$ 2,186,472	\$ 2,427,807	\$ 2,506,455	\$ 78,648	3.24%
CDBG-Emergency Assistance Program	204,892	86,544	0	0	0	0	0	--
CDBG-Flood Relief Small Business	28,277	28,014	0	0	0	0	0	--
CDBG-Housing Rehabilitation	26,313	21,595	3,306	39,190	20,000	20,000	0	0.00%
CDBG-Revolving Loans	0	70,040	280,010	295,956	1,950,380	578,793	(1,371,587)	-70.32%
Dog License	27,187	27,126	26,075	25,642	23,450	16,694	(6,756)	-28.81%
Drug Seizures	32,190	7,411	12,146	28,142	11,100	11,100	0	0.00%
Human Services	17,322,397	19,533,584	19,012,915	23,524,064	21,016,867	23,699,810	2,682,943	12.77%
Jail Assessment	98,123	93,094	97,000	100,000	100,000	100,000	0	0.00%
Land Records Modernization	273,019	400,820	380,373	464,514	560,751	694,631	133,880	23.88%
Landfill Remediation	112,443	79,331	72,762	74,598	111,087	106,654	(4,433)	-3.99%
Subtotal Special Revenue Funds	\$ 19,964,590	\$ 22,137,849	\$ 21,883,924	\$ 26,738,578	\$ 26,221,442	\$ 27,734,137	\$ 1,512,695	5.77%
Debt Service Fund								
Debt Service	\$ 1,224,594	\$ 8,612,707	\$ 1,078,248	\$ 1,862,275	\$ 1,862,875	\$ 1,862,775	\$ (100)	-0.01%
Proprietary Funds								
Health Care Center	\$ 10,413,520	\$ 10,695,928	\$ 10,699,565	\$ 10,610,408	\$ 11,537,841	\$ 11,690,909	\$ 153,068	1.33%
Highway	\$ 8,757,621	\$ 8,937,542	\$ 9,259,368	\$ 9,922,654	\$ 10,618,394	\$ 13,310,895	\$ 2,692,501	25.36%
Subtotal Proprietary Funds	\$ 19,171,141	\$ 19,633,470	\$ 19,958,933	\$ 20,533,062	\$ 22,156,235	\$ 25,001,804	\$ 2,845,569	12.84%
Internal Service Funds								
Insurance	\$ 41,384	\$ 52,182	\$ 52,921	\$ 56,216	\$ 64,500	\$ 50,000	\$ (14,500)	-22.48%
Workers Compensation	\$ 148,953	\$ 218,819	\$ 312,330	\$ 398,572	\$ 415,500	\$ 415,500	0	0.00%
Subtotal Internal Service Funds	\$ 190,337	\$ 271,001	\$ 365,251	\$ 454,788	\$ 480,000	\$ 465,500	\$ (14,500)	-3.02%
GRAND TOTAL	\$ 77,925,857	\$ 85,694,608	\$ 80,865,354	\$ 90,237,578	\$ 94,481,743	\$ 103,409,521	\$ 8,927,778	9.45%

Expenses

Expenses tend to be far more predictable than revenues. Expenses are also more controllable than revenues. Many expenses also follow the existence of grants and aids revenues. The most useful analysis of changes in expenditure patterns over time is by functional grouping of ongoing expenditures. While function-specific and department-specific data are presented in the more detailed section of the budget, changes in expenditures over time are helpful in isolating expenditure patterns. (Functional detail and detailed descriptions are included on the division tabs by functional area). The data for 2011 to 2018 represent actual expenditures, and 2019 and 2020 represent budgeted expenditures. Tabular summaries of each expenditure function and category are included in the Tables and Charts section at the rear of this budget document.

Expenditure Trends By Major Functional Category



Gross Expenditures by Functional Area

Health and human services continue to lead the expenditures made by the County. Increased programs such as Comprehensive Community Services, Nurse Family Partnership and Substance Abuse and Mental Health Services grants have resulted in increased costs (and related revenues) in this area significantly. The work of the Continuum of Care Committee is hoped to generate recommendations that will mitigate costs and improve the menu of services to better serve residents including the aging baby-boomers.

Justice and public safety expenditures through 2012 relate to expenditures for community redevelopment after the floods of 2008.

Public works expenditures had shown a decrease in recent years due to decreases in state and federal funding. However, 2012 and 2013 show increases due to additional funding for the State Highway maintenance program. The County remains committed to not deferring maintenance on its roads.

General government expenditures are highly comprised of wages and benefits, so the classification and compensation study of 2014 generated large increases in this functional area. Further, position cuts in response to the mid- to late-2000's recession are being restored as the economy recovers.

Conservation, development, recreation, culture and education expenditures have stayed generally stable, except funding for conservation easements and watershed enhancement in 2014 and Great Sauk Trail development of \$1,040,000 (2017), \$519,000 (2018), \$350,000 (2018), and \$400,000 (2020).

Debt is only issued for specific major capital projects. Care is taken in the structure of the repayment schedules and taxation to keep annual principal and interest totals stable to aid in a level tax. Outstanding bond issues relate to construction of the law enforcement center (repayment complete in 2021) and construction of the Health Care Center (repayment complete in 2027). Debt is not issued for routine capital expenditures or highway maintenance.

Capital outlay expenditures include routine replacements such as computers and vehicles, as well as large projects such as roof repairs, building security or carpet replacement. Emphasis is placed on analysis of future operating costs related to capital acquisitions.

Expenditures of Property Tax Levy by Functional Area

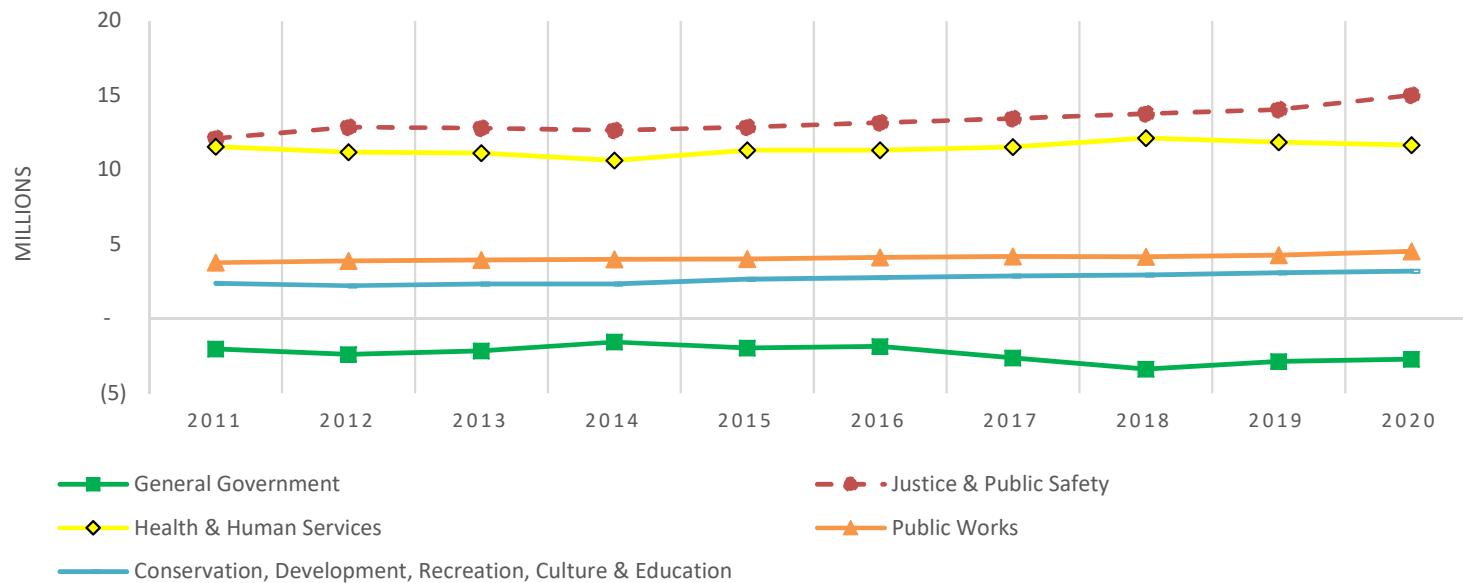
Expenditures by function should be considered concurrently with property tax levy by function. Although considerably more is spent on health and human services, increasingly more property tax levy is allocated to justice and public safety. Also note that the general government function contains significant revenues that are not directly related to other functions, such as the approximately \$9.89 million in sales tax collections. This forces the general government function to have a net reduction of the property tax levy.

Further, comparing the property tax levy as a percentage of expenditures by function indicates the County’s willingness to support those functions and programs. The impact of the loss of

Federal and State funding becomes more apparent in the following chart.

Property Tax Levy as a Percentage of Expenditures	2011	2020
Health & Human Services	41.61%	28.10%
Justice & Public Safety	74.92%	79.05%
Public Works	44.13%	42.05%
General Government	-32.10%	-27.33%
Conservation, Development, Recreation, Culture & Education	66.79%	55.10%

Property Tax Levy Trends By Function

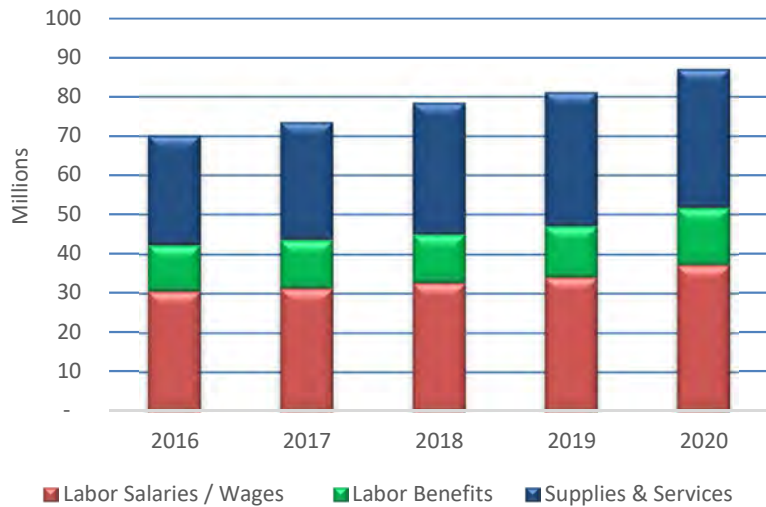


Expenditures by Category

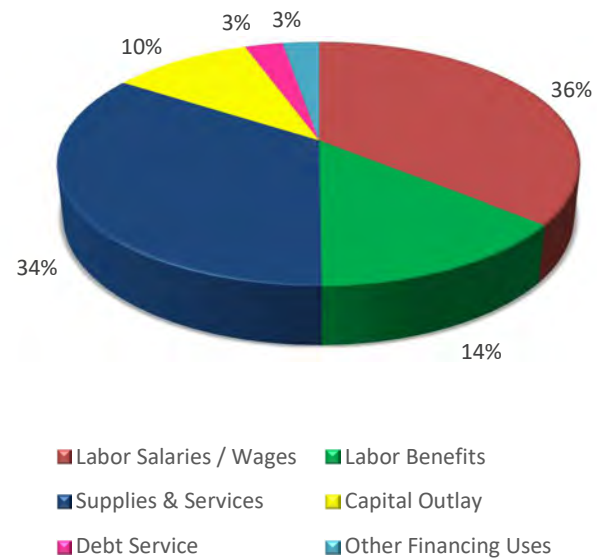
It is also prudent to review expenditures by categorical uses. The following bar graph on the left shows the change over time for costs associated with labor salaries / wages, labor benefits, and supplies and services. The corresponding pie chart highlights for 2020 how expenses are allocated.

Detailed expenditure information by category, function, and department, including trend charts is included on the division tabs for each functional area.

Expenses by Category

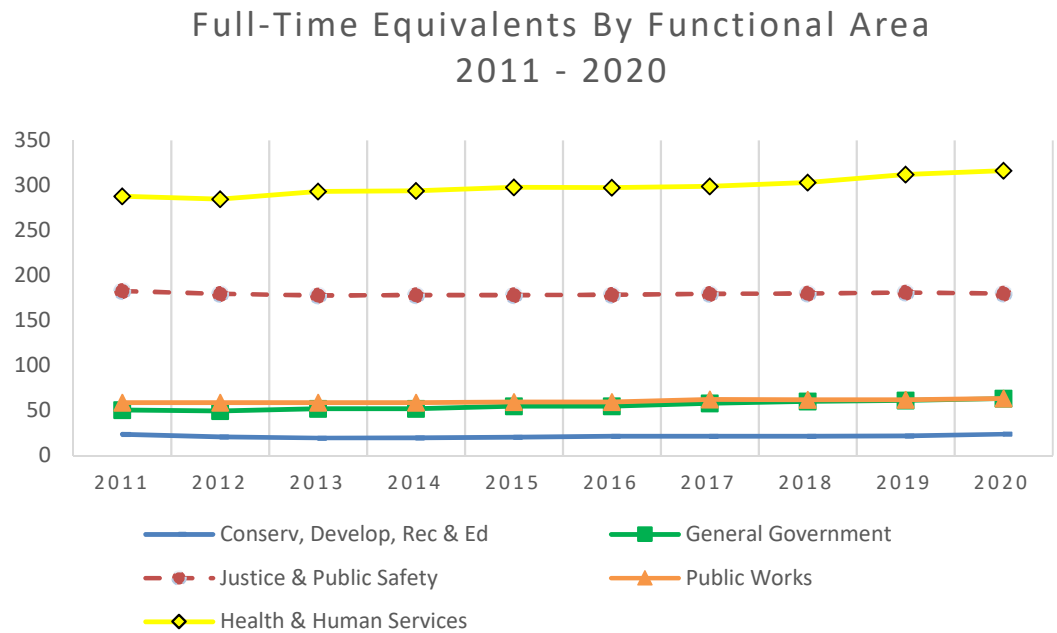
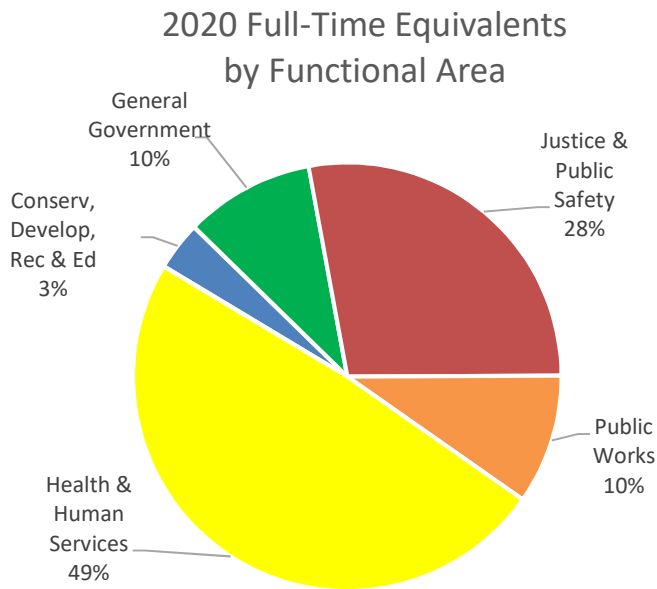


2020 Expenses by Category



Labor and Personnel

As with most governments, Sauk County’s biggest investment is in its staff. The labor and benefits portion of the expense pie comprises 50 percent of the total expenses for 647.44 full-time equivalents (FTE’s) in 2020. Most employees serve in health and human services functions, with justice and public safety being the next largest area. Since personnel is the largest expenditure of the County, projections of future staffing needs and their funding sources are extremely important. Since many positions rely on state funding, future projections are difficult as the state tightens its belt.



Departments continue to react to outside funding changes and explore implementation of technological and workflow efficiencies. 2020 sees an increase in staff of 8.89 FTE's.

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

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2020	FTE Change
	<u>Balance</u>	<u>Change</u>	<u>Change</u>	<u>Change</u>	<u>Change</u>	<u>Change</u>	<u>Change</u>	<u>Change</u>	<u>Change</u>	<u>Change</u>	<u>Balance</u>	<u>from</u>
												<u>2011 to 2020</u>
General Government												
Accounting	4.00					0.50		0.50			5.00	1.00
Administrative Coordinator	1.00	0.50			1.00	-1.00		1.30	0.20		3.00	2.00
Building Services	9.77				1.00	-0.44	-0.83		0.50	-0.50	9.50	-0.27
Corporation Counsel	6.00		0.29					0.21		0.50	7.00	1.00
County Clerk / Elections	4.00	-0.92					0.92				4.00	0.00
Criminal Justice Coordinating	0.00					1.00	2.25	0.45	1.30	1.75	6.75	6.75
Land Records Modernization (from Cons, Dev, Rec, Cul, Ed)	0.00		1.20		0.29	3.00	-0.49	-0.01		-0.50	3.49	3.49
Management Information Systems (MIS)	10.50		0.80		1.00	-1.67	-0.26		-1.00		9.37	-1.13
Personnel	4.25	-0.45	0.29		0.21	0.01	0.85	-0.16		0.30	5.30	1.05
Register of Deeds	3.00										3.00	0.00
Surveyor	1.00										1.00	0.00
Treasurer	7.07				-0.75	-1.32	0.50			0.50	6.00	-1.07
Total General Government	50.59	-0.87	2.58	0.00	2.75	0.08	2.94	2.29	1.00	2.05	63.41	12.82
Justice & Public Safety												
Circuit Courts	3.59	-0.19								-0.01	3.39	-0.20
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	2.00										2.00	0.00
District Attorney / Victim Witness	8.00	-0.77	0.37	0.20							7.80	-0.20
Emergency Management	2.00					-0.66	0.41		0.50	-0.50	1.75	-0.25
Register in Probate	2.00										2.00	0.00
Sheriff's Department	150.18	-1.93	-2.37	1.29	-0.05	2.00	0.52	0.48	0.50	-0.51	150.11	-0.07
Total Justice & Public Safety	182.77	-2.89	-2.00	0.49	-0.05	0.34	0.93	0.48	1.00	-1.02	180.05	-2.72
Public Works												
Highway	59.00				0.50		3.00	-0.50		1.50	63.50	4.50
Total Public Works	59.00	0.00	0.00	0.00	0.50	0.00	3.00	-0.50	0.00	1.50	63.50	4.50
Health & Human Services												
ADRC / Commission on Aging	17.89	-1.02	4.77		-5.85	3.12	2.36	-0.21	2.49	-0.08	23.47	5.58
Child Support	11.00										11.00	0.00
Environmental Health	4.52	-0.92	0.15		0.65	0.17	2.26	0.65	-0.35	0.50	7.63	3.11
Health Care Center	134.02	0.51	0.04	-0.47	8.89	-1.62	-8.16	-0.24	-2.63	-0.70	129.64	-4.38
Home Care (to Health Care Center)	9.12	-1.52	-0.15	-1.55	-5.90						0.00	-9.12
Human Services	94.69	-0.20	2.18	1.30	1.98	-0.96	1.30	4.00	6.00	4.00	114.29	19.60
Public Health	9.80		0.75	1.53	0.70	0.83	3.77	0.59	3.06	0.77	21.80	12.00
Veterans' Services	3.00				1.06	-0.06		0.50	0.19	0.31	5.00	2.00
Women, Infants and Children	3.98		0.68		2.50	-1.93	-0.21	-0.90		-0.42	3.70	-0.28
Total Health & Human Services	288.02	-3.15	8.42	0.81	4.03	-0.45	1.32	4.39	8.76	4.38	316.53	28.51
Conservation, Development, Recreation, Culture & Education												
Board of Adjustment (to LRE)	0.85	-0.85									0.00	-0.85
Land Resources & Environment (LRE)	0.00	13.15		0.41	0.63					7.05	21.24	21.24
Land Conservation (to LRE)	8.55	-8.55									0.00	-8.55
Land Records Modernization (to Gen Govt)	1.24		-1.24								0.00	-1.24
Parks (to LRE)	3.78					1.00			0.29	-5.07	0.00	-3.78
Planning & Zoning (to LRE)	6.75	-6.75									0.00	-6.75
UW-Extension	2.51	0.13			0.07						2.71	0.20
Total Cons, Devel, Rec, Culture & Ed	23.68	-2.87	-1.24	0.41	0.70	1.00	0.00	0.00	0.29	1.98	23.95	0.27
TOTAL COUNTY FTE's - CHANGE												
TOTAL COUNTY FTE's	604.06	-9.78	7.76	1.71	7.93	0.97	8.19	6.66	11.05	8.89	647.44	43.38
TOTAL PERSONS EMPLOYED - CHANGE												
TOTAL PERSONS EMPLOYED	673	-6	10	-3	5	-1	7	9	14	9	717	44

Note: This summary excludes any funding source information.

2020 Changes to Budgeted Positions				
Functional Area	Department	Position	Change in FTE's	Reason
General Government	Building Services	Building Maintenance Technician Part-Time	-0.50	Evolution of building maintenance position to a higher leadership role. Provision of more maintenance support for facilities.
General Government	Corporation Counsel	Legal Secretary Administrative Specialist	1.00 -0.50	Increased need for clerical support.
General Government	Criminal Justice Coordinating	Education Navigator Part-Time Project Administrative Specialist Part-Time Administrative Specialist Re-Entry Coordinator Criminal Justice Behavioral Health Specialist	0.75 -0.50 1.00 1.00 -0.50	Increased need for clerical support for the Corporation Counsel reallocates shared position. New grants are allowing expansion of programming to improve outcomes. (Total increase 1.75)
General Government	Land Records Modernization	GIS Specialist	-0.50	Change in funding of position from Land Records Modernization to Treasurer.
General Government	Personnel	HR Intern	0.30	Increased number of personnel increases need for help.
General Government	Treasurer	Real Property Specialist/GIS Specialist	0.50	Change in funding of position from Land Records Modernization to Treasurer.
Justice & Public Safety	Circuit Courts	Law Clerks	-0.01	
Justice & Public Safety	Emergency Management	Disaster Management Coordinator-Limited Term Employee	-0.50	Position to aid in 2018-flood recovery no longer needed.
Justice & Public Safety	Sheriff's Department	Admin-Clerk Jail-Behavioral Health Specialist Prisoner Transport	-1.00 0.50 -0.01	Change in funding for Behavioral Health Specialist from Criminal Justice Coordinating to Sheriff.
Public Works	Highway	Operations Manager Highway Worker Highway Worker 2 Patrolman Skilled Laborer Commercial Truck Driver Skilled Equipment Operator Skilled Heavy Equipment Operator Highway/Parks Worker	1.00 32.00 10.00 -18.00 -11.00 -3.00 -5.00 -5.00 0.50	Need to increase management and expertise to ensure Highway Commissioner is able to provide professional services and remain competitive in the labor market. (Total increase 1.50)
Health & Human Services	Aging & Disability Resource Center (ADRC)	Step On Grant LTE Van Driver Dining Center Coordinator Lake Delton Dining Center Coordinator	-0.06 -0.02 -0.40 0.40	Reallocation of support positions.

2020 Changes to Budgeted Positions

Functional Area	Department	Position	Change in FTE's	Reason
Health & Human Services	Environmental Health	Financial Analyst	-0.20	Reallocation of staff to Public Health programs. Increased complexity and number of inspections in Environmental Health.
		Environmental Health Sanitarian	1.00	
		Public Health Tech Part-Time	0.10	
		Health Educator Part-Time	-0.40	
Health & Human Services	Health Care Center	Certified Nursing Assistant-Part Time	-0.90	Reallocations of staff to better accommodate workflow and needs in the facility. (Total decrease 0.70)
		Casual CNA	0.10	
		Registered Nurse-Part Time	-0.05	
		Registered Nurse Casual Part-Time	0.06	
		Dining Assistant Part-Time	0.09	
Health & Human Services	Human Services	Deputy Director	-1.00	Reallocations of staff to better accommodate workflow/programs, direct client contact and supervision. Increase use of outside funding sources in order to better staff in areas of highest need. (Total increase 4.00 FTE)
		Social Worker	-4.00	
		Community Support Program Supervisor	1.00	
		Community Support Admin Supervisor	-1.00	
		CSP Clinical Coordinator	-1.00	
		Psychotherapist	-1.00	
		Social Worker	-1.00	
		CPS Supervisor	1.00	
		CPS Assistant Supervisor	-1.00	
		Social Worker	1.00	
		Integrated Services Program Manager	1.00	
		Integrated Services Program Coordinator	3.00	
		Psychotherapist	1.00	
		Social Worker	1.00	
		Psychosocial Rehab Specialist	2.00	
		Mental Health Coordinator	-1.00	
		Integrated Services Program Coordinator	-1.00	
		Psychotherapist	1.00	
		Psychotherapist Dual Diagnosis	-1.00	
		Social Worker	4.00	
Community Recovery Specialist-Project	1.00			
Psychosocial Rehab Worker	-2.00			
Crisis Supervisor	1.00			
Crisis Intervention Worker	1.00			

2020 Changes to Budgeted Positions				
Functional Area	Department	Position	Change in FTE's	Reason
Health & Human Services	Public Health	Program Specialist	-1.00	Reallocation of dollars to better implement Health 3.0 strategies. Increased grants to educate public. (Total increase 0.77)
		Financial Analyst	0.20	
		Public Health Technician Part-Time	0.10	
		Dental Hygienist Project Part-Time	0.07	
		Health Educator/Grant Coordinator	-1.00	
		Community Health Strategist	1.00	
		Health Educator	1.00	
		Health Educator Part-Time	0.40	
Health & Human Services	Veterans' Service	Veterans Programs Coordinator	1.00	Additional support staff.
		Administrative Assistant	-0.69	
Health & Human Services	Women, Infants and Children	Admin Support/ Health Screener	-0.02	Decreased requests for WIC services.
		Registered Dietitian Part-Time	-0.40	
Conservation, Development, Recreation, Culture & Education	Land Resources & Environment	Conservation Engineering Technician	-1.00	Additional Park intern added, making a total of seven. Increased need for planning in the County. Reallocate staff to better recruit. Reallocation of personnel from Parks into Land Resources & Environment. (Total increase 7.05)
		Conservation Technician	1.00	
		Conservationist RCPP Project	-1.00	
		Watershed Coordinator	1.00	
		Land Use Technician	-1.00	
		Planning & Zoning Technician	1.00	
		Parks & Recreation Manager	1.00	
		Parks Programs Coordinator	2.00	
		Highway / Parks Worker	0.50	
		Parks & Recreation Assistant	0.49	
		LRE Intern	0.28	
		Education Assistant Limited Term Emp'ee	0.30	
		Parks Intern	1.48	
Associate Planner	1.00			
Conservation, Development, Recreation, Culture & Education	Parks	Parks Director	-1.00	Reallocation of personnel from Parks into Land Resources & Environment.
		Parks Programs Coordinator	-2.00	
		Parks Intern	-2.07	
Total Change in Full-Time Equivalents			8.89	

County employees are represented by two bargaining units in addition to the non-represented employees and elected officials. The Service Employees International Union (SEIU) unit has the ability to bargain only over wages up to the Consumer Price Index as certified by the Wisconsin Department of Revenue. The Sauk County Personnel Ordinance governs all other terms of employment. The Wisconsin Professional Police Association (WPPA) retains full bargaining rights.

Union / Employee Group	Group Represented	2020 Number of Full-Time Equivalents	Contract Expiration	Known Wage Adjustments			
				2020	2021	2022	2023
SEIU Healthcare District 1199 Wisconsin United Professionals for Quality Healthcare	Health Professionals within the Public Health, ADRC and Human Services Departments	79.21	December 31, 2013 (mirrors non-represented increase)	\$0.25			
Wisconsin Professional Police Association (WPPA) Local #241	Sauk County Sheriff's Department Sworn Employees: Jailors, Patrol, Electronic Monitoring, Court Security, Detectives	93.00	December 31, 2019				
Non-Represented – Exempt	Exempt from Overtime	108.18	Not Applicable	\$0.25			
Non-Represented – Hourly	Not Exempt from Overtime	360.05	Not Applicable	\$0.25			
Elected – Law Enforcement & Judiciary focus	Clerk of Courts, Coroner, Sheriff	3.00	Term of office 2019 through 2022	0.00% for all	0.00% for all	0.00% for all	
Elected – General Administration focus	County Clerk Register of Deeds Surveyor Treasurer	4.00	Term of office 2017 through 2020	0.00% for all			

Further, employee benefits continue to be a large portion of staff costs. The County seeks ways to minimize this cost by actively negotiating rates and coverage with health insurance companies. The 2016 budget included the first year of full contribution by sworn law enforcement employees to the retirement system. In addition, beginning in 2008, workers compensation became self-insured (with the inclusion of stop-loss policies) resulting in significant cost savings. The 2020 budget continues use of this money-saving program.

	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2020 Budget
Wages & Salaries	\$29,521,669	\$30,912,422	\$31,189,947	\$32,587,168	\$35,193,639	\$37,158,103
Benefits	\$10,982,993	\$11,713,154	\$12,223,996	\$12,184,237	\$13,551,102	\$14,406,344
Total Personnel Costs	\$40,504,662	\$42,167,941	\$43,413,943	\$44,771,405	\$48,744,741	\$51,564,447
Benefits as a % of Total Personnel Costs	27.12%	27.78%	28.16%	27.21%	27.80%	27.94%

Health insurance plan design is reconsidered and health insurance providers are bid frequently. The following table lists the percentage change in health insurance premium costs to Sauk County over the last few years.

	2015	2016	2017	2018	2019	2020
Sauk County Health Insurance Premium Rate Changes	-8.00%	3.00%	2.00%	5.77%	5.00%	7.00%

Changes in Fund Balance and Retained Earnings

Some funds' balances are anticipated to undergo significant changes during 2020. The following table summarizes the anticipated changes to total fund balances, inclusive of restrictions, commitments and assignments. Details of uses of fund balance can be found in the Tables and Charts section at the rear of this budget document.

2020 Estimated Beginning and Ending Fund Balances					
Fund	January 1 Fund Balance	December 31 Fund Balance	Dollar Change	Percent Change	Detail of Fund Balances Changing More Than 10 %
Aging & Disability Resource Center	617,435	589,435	-28,000	-4.53%	
CDBG-ED Revolving Loans	0	0	0	0.00%	
CDBG-Housing Revolving Loans	2,886	2,886	0	0.00%	
Debt Service	753,374	376,688	-376,686	-50.00%	Accumulated dedicated debt service fund balance to stabilize the tax levy in lower requirement years of 2015-2017 for use in higher 2018-2021.
Dog License	-6,717	-2,911	3,806	56.66%	Decrease in dog license expenditures to replenish balance.
Drug Seizures	50,811	39,881	-11,000	-21.65%	Use of previously seized funds for drug enforcement activities.
General (Major fund)	40,975,584	33,705,282	-7,270,302	-17.74%	Uses of fund balance appropriated to fund non-recurring capital projects: \$6,262,663. Offsets the tax levy in an amount approximating the wages/benefits unspent due to vacancy and turnover of \$360,000, and contingency fund of \$350,000. Start-up of a County funded revolving loan fund program, \$162,953.
Health Care Center	6,198,943	5,219,943	-979,000	-15.79%	Regular capital outlay acquisitions are initially funded by property tax levy, with depreciation charges allocated over the useful life of the assets acquired charged to fund balance, \$465,000. Offsets the tax levy in an amount for vacancy and turnover of \$300,000. Expenditure of previously received Medicaid funds for capital updates \$214,000.
Highway	16,362,618	13,857,618	-2,505,000	-15.31%	Use of fund balance for design and possible property acquisition for a new Highway shop.
Human Services (Major fund)	2,547,119	2,387,119	-160,000	-6.28%	
Insurance	470,662	478,373	7,711	1.64%	
Jail Assessment	0	0	0	0.00%	
Land Records Modernization	402,641	154,136	-248,505	-61.72%	Use of accumulated program funds for remonumentation project.
Landfill Remediation	4,858,603	4,839,949	-18,654	-0.38%	
Workers Compensation	438,157	406,196	-31,961	-7.29%	
Totals	\$73,672,116	\$62,054,525	\$11,617,591	-15.77%	

Fund balance (also called retained earnings for proprietary funds) is defined as the difference between fund assets and fund liabilities of governmental and similar trust funds. Fund balances are comprised of the following components:

Category	Description
Nonspendable	Amounts cannot be spent because they are a) not in spendable form or b) legally or contractually required to be maintained intact.
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.
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.
Assigned	Amounts constrained by the government's intent to be used for specific purposes that are neither restricted nor committed.
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.

Conclusion

The 2020 budget **preserves necessary services and complies with state imposed levy limitations. Significant planning and program review** was undertaken to ensure that the resource needs for 2020 and beyond are met. It is anticipated that county services will continue to provide for the health, safety, and wellbeing of constituents who expect and demand a responsive and responsible government. As the County continues to grow and develop, the County is well poised to meet future demand. The 2020 budget through its prudent use of resources, **allows for program sustainability** for years to come.

A \$103.4 million budget is complex by its very nature. As such, this document is weighty, and yet cannot be all-inclusive. It is

intended to provide a reasonably sophisticated user with a general picture of Sauk County's plans for 2020 and beyond, based on the best information available at the time of adoption. **No blanket assumptions** have been used to develop the numbers, such as 'increase all expenses by x percent'. All services that the County provides have been reviewed in detail for their appropriateness within the constraints of funding and congruence with County goals by staff, oversight bodies, and the full County Board. Some services have been cut or scaled back. Other services have had greater emphasis placed on them.

This budget represents compromises - compromises that are necessary to maintain appropriate levels of service with declining revenue streams.

Capital Projects

Sauk County annually prepares a capital outlay plan that spans five years. Items included in this plan are capital acquisitions with a cost expected to be \$5,000 or greater and a useful life exceeding two years. This plan allows the County to find commonalities to take advantage of volume pricing and plan for funding needs. The detailed list of items is found on each department's summary information. Totals for the County follow with one table of total anticipated expenditures, and another table with the property tax levy needed for these expenditures. If property tax levy is the funding source, it is budgeted in that responsible department.

Further, Sauk County annually prepares a capital improvements plan for the upcoming 10 years. Items included in this plan are capital acquisitions with a cost expected to be \$25,000 or greater and a useful life exceeding six years. This plan is described in more detail on the following pages.

Highlights for 2020 and the future...	Strategic Issue (SI) Addressed / Link to Planning Processes	Funding Source	2020	2021	2022	2023	2024
Energy cost saving measures	SI #4 Energy savings/lower carbon footprint. SI #11 Solar.	General fund balance	\$225,000	\$1,100,000	\$225,000		
Building security		General fund balance	\$500,000	\$50,000	\$50,000		
Space needs study/Remodel facilities		General fund balance	\$2,500,000	\$1,000,000	\$2,400,000		
Communications infrastructure upgrades		General fund balance & Tax levy	\$352,770	\$800,000	\$350,000	\$350,000	\$50,000
Parks Improvements: Hemlock dam repair or removal White Mound Campground improvements White Mound Park master plan, trails	SI #10 Comprehensive Outdoor Recreation Plan	General fund balance	\$250,000 \$55,000 \$32,000				
UW-Platteville Baraboo/Sauk County – Theater Renovation		To be determined		\$400,000			
Tri-County Airport runway rehabilitation	SI #18 Tri-County Airport	Federal/State & partner counties	\$100,000			\$2,200,000	
County Highway roads – 5 to 10 miles per year	SI #19 Improve highways/road maintenance	Highway retained earnings & Tax levy	\$2,100,000	\$3,000,000	\$3,700,000	\$3,500,000	\$3,500,000
Highway shop replacement	SI #17 Highway building	Debt & Highway retained earnings	\$1,200,000			\$27,000,000	

CAPITAL OUTLAY PLAN - FIVE-YEAR	2019	2020	2021	2022	2023	2024	2019-2024 TOTALS
Accounting	0	0	0	0	0	0	0
Administrative Coordinator	0	0	0	0	0	0	0
Aging and Disability Resource Center	92,585	28,000	75,000	75,000	75,000	35,000	380,585
Building Projects Fund	0	0	0	0	0	0	0
Building Services	3,221,892	5,262,850	3,310,000	3,185,000	770,000	300,000	16,049,742
CDBG-ED Revolving Loan	975,190	578,793	0	0	0	0	1,553,983
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
Coroner	30,000	0	0	35,000	0	0	65,000
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	50,000	0	400,000	0	0	0	450,000
Health Care Center	1,002,477	315,100	323,000	201,800	77,500	72,000	1,991,877
Highway	750,000	2,500,000	850,000	850,000	27,870,000	850,000	33,670,000
Human Services	0	0	22,000	22,000	0	0	44,000
Jail Assessment Fund	0	0	0	0	0	0	0
Land Records Modernization	115,300	287,597	120,000	150,000	120,000	75,000	867,897
Land Resources & Environment	380,079	368,500	68,000	60,000	85,000	25,000	986,579
Landfill Remediation	0	0	0	0	0	0	0
MIS	1,585,957	986,315	719,500	654,500	627,500	637,500	5,211,272
Personnel	0	0	0	0	0	0	0
Public Health	0	25,000	0	25,000	0	0	50,000
Register in Probate	0	0	0	0	0	0	0
Register of Deeds	0	0	0	0	0	0	0
Sheriff's Department	324,000	352,000	429,000	425,000	371,000	352,000	2,253,000
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	8,527,480	10,704,155	6,316,500	5,683,300	30,026,000	2,346,500	63,603,935

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 2020 can be found with the departmental budgets.

CAPITAL OUTLAY PLAN - LEVY-FUNDED	2019	2020	2021	2022	2023	2024	2019-2024 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	290,000	300,070	910,000	410,000	770,000	300,000	2,980,070
CDBG-ED Revolving Loan	0	0	0	0	0	0	0
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
Coroner	30,000	0	0	35,000	0	0	65,000
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	400,000	0	0	0	400,000
Health Care Center	38,900	101,100	22,500	108,300	35,000	41,000	346,800
Highway	0	0	0	0	0	0	0
Human Services	0	0	22,000	22,000	0	0	44,000
Jail Assessment Fund	0	0	0	0	0	0	0
Land Records Modernization	0	0	0	0	0	0	0
Land Resources & Environment	54,000	38,500	68,000	60,000	25,000	25,000	270,500
Landfill Remediation	0	0	0	0	0	0	0
MIS	656,384	986,315	719,500	654,500	627,500	637,500	4,281,699
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	324,000	352,000	409,000	379,000	346,000	352,000	2,162,000
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	<u>1,393,284</u>	<u>1,777,985</u>	<u>2,551,000</u>	<u>1,668,800</u>	<u>1,833,500</u>	<u>1,355,500</u>	<u>10,580,069</u>

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.

CAPITAL IMPROVEMENT PLAN

Ten-Year Capital Improvement Plan (CIP)

A Capital Improvement Plan (CIP) is a long-term plan to assist County leaders in allocating limited financial and personnel resources for major future capital expenditures. Creation of a CIP provides continuity in financial decisions by linking planning, programming and budgeting of major capital intensive projects. A CIP further allows for stabilization of tax rates and management of General and other fund balances by relating the timing of expenditures to financial capacity.

Capital improvements are defined as major projects undertaken on a nonrecurring basis. These projects include such things as major improvements or repairs to existing structures, construction of new facilities, and purchases of large equipment. A capital improvement project or purchase has a cost of \$25,000 or greater and a useful life of greater than six years. All projects meeting these criteria are included in the CIP, regardless of funding source or department responsible.

The Capital Improvement Plan Review Process

Requests are generally compiled by the department who will be responsible for completion of the project, with the guidance of that department's oversight committee. The project must be described in detail, including an analysis of need, alternatives considered, ongoing operating expenditures, previous pertinent actions and authorizations, total project budget and funding sources, and the timing of projected cash inflows and outflows.

A Capital Improvement Team consisting of County Board Supervisors from the Finance, Property & Insurance, and Executive & Legislative Committees; the Administrative Coordinator; the Finance Director; and the Facilities Director reviews the projects anticipated over the next ten years.

The Team prioritizes the projects based on a number of factors, including:

- *Relationship to County-wide Strategic Issues and Priorities* – Does the project forward the goals accepted for our County?
- *Need* - Is a public need being satisfied? Does the project provide either a benefit directly to the public or improve staff's ability to provide services to the public?

- *Initial Costs* - Will the initial capital costs reduce future capital costs, such as a rehabilitation project that averts a more expensive, subsequent replacement? What funding sources are available? Is there a greater cost in deferring or eliminating the project?
- *Future Annual Budgetary Impacts* - Will future operating costs be lessened or contained by completion of this project? Will future costs increase more than the benefit received by pursuing the project? Will future revenue streams be created or affected by the project?
- *“Soft” Economic Impacts* - What other impacts will be made on the community, such as a change in tax base, property values, job creation or loss, community aesthetics, and neighborhood stabilization and revitalization.
- *Impact to Other County Operations* – Will additional initial or ongoing support be required from other departments?
- *Social Equities* - Who will be affected by the project? Are specific social goals related to target groups being attained? Is there equity between who is paying for the project versus who is benefiting from the project?

All projects, whether newly presented or existing in the CIP, are reviewed each year. The relevance of the projects is examined, and cost and funding estimates are updated.

The CIP Team makes a recommendation that attempts to evenly distribute workloads and cash flows over the ten-year period. This recommendation is forwarded to the Finance Committee for incorporation into the budget presented to the full County Board.

As with all budgeted items, capital appropriations for projects in the CIP are made on an annual basis. Unspent appropriations lapse at the end of the fiscal year; however, they can be re-budgeted until the project is complete. Operating appropriations related to capital projects lapse at the end of the fiscal year.

The following pages summarize the projects included in the 2020 Capital Improvement Plan.

Approved Sauk County 2020 to 2029 Capital Improvement Plan

Department - Item	Funding Source	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2020 to 2029
Health Care Center												
HCC - Property Improvements	HCC Fund Balance					41,000	60,000	65,000	55,000	55,000		
(Use Certified Public Expenditure (CPE) Medicaid funding until exhausted, then fund balance)	Carryforward from prior year	150,500	68,000	65,500	60,500	14,000						634,500
Highway												
Electronic Timecard System	Tax Levy/Hwy Fund Balance	12,000	10,000	10,000	10,000	10,000	10,000					62,000
Equipment Replacement	Tax Levy/Hwy Fund Balance	800,000	830,000	825,000	850,000	850,000	850,000	850,000	850,000	850,000		7,555,000
New Highway Shop	Hwy Fund Balance/Bonding	1,200,000			27,000,000							28,200,000
County Highway A - Baraboo City Limits to CTH T (6 miles)/CTH S from TH K to Rici	Tax Levy/Hwy Fund Balance	2,100,000										2,100,000
County Highway A - CTH T to US Highway 12 (5 miles) / County Highway W - STH 1	Tax Levy/Hwy Fund Balance		3,000,000									3,000,000
County Highway G - STH 58 to Juneau County Line (10 miles)	Tax Levy/Hwy Fund Balance			3,700,000								3,700,000
County Highway O - CTH C to STH 60 (6 miles)	Tax Levy/Hwy Fund Balance				3,500,000							3,500,000
County Highway B - STH 23 to STH 60 (11 miles)	Tax Levy/Hwy Fund Balance					3,500,000						3,500,000
County Highway P - STH 23 to CTH H (5.5 miles)	Tax Levy/Hwy Fund Balance						3,700,000					3,700,000
Roof Repairs	Tax Levy/Hwy Fund Balance		20,000		20,000							40,000
Shop Yard Paving	Tax Levy/Hwy Fund Balance			25,000								25,000
Tri-County Airport												
	General Fund Balance	1,667			36,666							38,333
Runway 09-27 Rehabilitation (total \$2,300,000)	Federal Funds	90,000			1,980,000							2,070,000
	State Funds	5,000			110,000							115,000
	Iowa & Richland Counties	3,333			73,334							76,667
Circuit Courts												
Fourth Jury Courtroom	Undetermined										2,000,000	2,000,000
UW-Platteville Baraboo Sauk County												
Master Plan Development & Campus Renovations	Undetermined		400,000									400,000
2021: Phase 3, Theater and Arts Renovation (\$800,000)	City of Baraboo		400,000									400,000
Building Services												
Communications System Upgrades (every year)	Tax Levy	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
Tactical Channels Upgrade to new IP Based System (2020)	Tax Levy	302,770										2,152,770
Replacement of Tower Road Tower site (2021)	Undetermined		750,000									
Additional (new) site development at Bug Lussel Lower Sites (2022 and 2023)	Undetermined			300,000	300,000							
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
Courtroom Video Arraignment Upgrade	Carryover from 2018		50,000									50,000
Energy Measures - Courthouse, West Square, Law Enforcement	General Fund Balance	225,000	1,100,000	225,000								1,550,000
	Focus on Energy/Alliant Energy											
Law Enforcement Center (LEC) Video Upgrade	Carryover from 2019		100,000									100,000
	General Fund Balance		50,000									50,000
Replace Roofs: West Square 2020, LEC/Huber 2023	General Fund Balance		300,000			360,000						660,000
Elevators - Courthouse Annex and Court Holding	Carryover from 2019		110,000									110,000
Space Needs Study/Remodel of Facilities	General Fund Balance	2,500,000	1,000,000	2,400,000								5,900,000
Carpet Replacement - Law Enforcement Center (Administrative & Jail)	Tax Levy		50,000									50,000
Re-Gasket, Check Bearings on Chillers						190,000						190,000
West Square/Courthouse 2024, Law Enforcement Center 2026.	Tax Levy							100,000		105,000		395,000
Building Security-2020 West Entrance Redesign Construction (excluding space modification for scanners and including ADA compliance)	General Fund Balance	500,000										500,000
Building Security-2021/2022 Continued Recommended Implementations			50,000	50,000								100,000
Spring Green Area Fiber Expansion	General Fund Balance	40,000	250,000	100,000								390,000
Installation of (6) Electric Vehicle Stations (removed prior to 2020 budget adoption)	General Fund Balance	50,000										50,000
Management Information Systems (MIS)												
Phone System Upgrades	Tax Levy	75,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	300,000
9-1-1 Phone System Replacement (replacement about every 7 years, next in 2021)	Tax Levy	125,000	125,000	50,000	50,000	50,000	50,000	50,000	150,000	150,000	60,000	860,000
Network Infrastructure - Switches, routers, Uninterruptible power supplies, etc.	Tax Levy	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000
Network Infrastructure - Core Switch Replacement in HCH Data Center	Tax Levy						70,000					70,000
Network Infrastructure - Core Switch Replacement at LEC Data Center	Tax Levy								70,000			70,000
Virtual Infrastructure	Tax Levy	25,000	45,000	25,000	35,000	45,000	25,000	45,000	25,000	35,000	45,000	350,000
Land Resources & Environment												
Campground Improvements	General Fund Balance	55,000										55,000
Hemlock Dam Repair or Removal	General Fund Balance	250,000										250,000
White Mound County Park - Barn and Former Office Removal	General Fund Balance	25,000										25,000
White Mound County Park - Plan, Mountain Bike Trail, Disc Golf Course	General Fund Balance	32,000										32,000

Total Expenditure	9,322,270	8,268,000	7,945,500	34,555,500	4,870,000	4,935,000	1,280,000	1,320,000	1,365,000	2,275,000	76,136,270
<i>Portion Funded by Grant Revenues or Fund Balances</i>	5,737,500	2,868,000	2,840,500	29,620,500	55,000	60,000	165,000	55,000	160,000	0	41,561,500
<i>Portion Funded in Part by Tax Levy or Undetermined Funding Source</i>	3,584,770	5,400,000	5,105,000	4,935,000	4,815,000	4,875,000	1,115,000	1,265,000	1,205,000	2,275,000	34,574,770

Department: Health Care Center											
Project	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
I: Property Improvements	150,500	68,000	60,500	60,500	55,000	60,000	65,000	55,000	55,000		629,500
Project Description(s)	1 Property Improvements: Replacements to aging equipment and building components at the HCC. Projects include building repainting, flooring, roof top unit replacements, LED lighting upgrades, roofs and hand rails.										
Analysis of Need	1 Property Improvements: The Health Care Center was constructed in 2009 and many components are showing wear and in need of repairs and/or replacement. Replacement of equipment will result in savings versus continual costly repairs and/or damage to building structure.										
Previous Authorizations/ Actions	1 Property Improvements: None.										
Funding Sources	1 Property Improvements: Use Certified Public Expenditure (CPE) Medicaid funding until exhausted, then Health Care Center or General fund balance.										
Future Operating Budget Impacts	1 Property Improvements: Once replaced only routine maintenance costs would be needed.										

Department: Highway											
Project	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
1: Electronic Timecard System	12,000	10,000	10,000	10,000	10,000	10,000					62,000
2: Equipment Replacement	800,000	830,000	825,000	850,000	850,000	850,000	850,000	850,000	850,000		7,555,000
3: New Highway Shop	1,200,000			27,000,000							28,200,000
4: CTH A & S	2,100,000										2,100,000
5: CTH A & W		3,000,000									3,000,000
6: CTH G			3,700,000								3,700,000
7: CTH O				3,500,000							3,500,000
8: CTH B					3,500,000						3,500,000
9: CTH P						3,700,000					3,700,000
10: Roof Repairs		20,000		20,000							40,000
11: Shop Yard Paving			25,000								25,000
Project Description(s)	<p>1 Electronic Timecard System: Replace timekeeping system.</p> <p>2 Equipment Replacement: Annual replacement of highway equipment, including patrol trucks, plows and wings, salt spreaders, tandem trucks, pickup trucks, dump trucks, loaders, tractors and mowers.</p> <p>3 New Highway Shop: Replacement of Highway Shop that has reached the end of its useful life.</p> <p>4 CTH A & S: Pulverize and pave 3.5” mat on County Highway A from Baraboo City Limits to CTH T (6 miles) and CTH S from CTH K to Richland County line (2 miles).</p> <p>5 CTH A & W: Pulverize and pave 3.5” mat on County Highway A from CTH T to US Highway 12 (5 miles) and CTH W from STH 113 to CTH X (5 miles).</p> <p>6 CTH G: Pulverize and pave 3.5” mat on County Highway G from State Highway 58 to Juneau County Line (10 miles).</p> <p>7 CTH O: Pulverize and pave 3.5” mat on County Highway O from County Highway C to State Highway 60 (6 miles).</p> <p>8 CTH B: Pulverize and pave 3.5” mat on County Highway B from State Highway 23 to State Highway 60 (11 miles).</p> <p>9 CTH P: Pulverize and pave 3.5” mat on County Highway P from State Highway 23 to County Highway H (5.5 miles).</p> <p>10 Roofs: Various roof repairs at the Highway Department (various locations).</p> <p>11 Paving: Various shop yard paving at the Highway Department (various locations).</p>										
Analysis of Need	<p>1 Currently the Highway Department uses paper timecards. This requires staff to enter time into CHems and Munis. The new system will allow employees to enter time, equipment and material into a cloud based timecard. The electronic timecard system will be able to integrate with both computer programs that track time/equipment/material at the Highway Department.</p> <p>2 Annual replacement of highway equipment. Replacement is accomplished on a rotational basis. The actual replacement decisions are based on the condition of each piece of equipment at the end of their projected useful lives. By replacing equipment, operating costs are reduced and Department efficiency is increased.</p> <p>3 The existing building was built in 1950 and is not designed to handle the number of employees or size of equipment today.</p> <p>4 - 9 Ongoing repair and maintenance of existing roadways to extend useful life.</p> <p>10 – 11 Annual maintenance on buildings and parking lots at the various Highway Department locations.</p>										

Department: Highway	
Previous Authorizations/ Actions	<p>3 January 2019 Resolution 187-19 approved a contract with Barrientos Design and Consulting for \$15,288 to perform a space needs study of the Highway facilities.</p> <p>4 - 11 Significant increases in the cost of fuel, asphalt, and salt have reduced the funding available for equipment outlay and highway maintenance projects. Continued reductions will result in problems with obsolete equipment and deteriorating road conditions.</p>
Funding Sources	<p>1 Tax levy.</p> <p>2 Funded by Highway Dept fund balance.</p> <p>3 Funded by Highway Dept fund balance and bond proceeds.</p> <p>4 - 11 Funded by county tax levy dollars, General Transportation Aids and County Highway Improvement Project reimbursements provided by the State of Wisconsin.</p>
Future Operating Budget Impacts	<p>1 Annual maintenance or user fee is expected.</p> <p>2 - 3 Older equipment and facilities are less efficient than operate and maintain. Far more detailed operational reviews will take place once a site and project scope are defined.</p> <p>4 - 11 Because project costs reflect ongoing necessary maintenance, delaying these projects to subsequent years will increase maintenance costs above the increases already realized for fuel and asphalt products.</p>

Department: Tri-County Airport											
Project	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
1: Runway Rehabilitation	100,000			2,200,000							2,300,000
Project Description(s)	1 Runway Rehabilitation: Runway 09-27 R including runway lighting and reconstruction of taxiway from runway to ramp.										
Analysis of Need	1 Runway Rehabilitation: Runway 09-27, the 5,000 ft. primary runway, after 35 years is due rehabilitation. The 2017 pavement inspection report rated it at a Pavement Condition Index (PCI) of 58 making it eligible for rehabilitation with State and Federal Funding. Federal Aviation Association considers a PCI index of 70 or higher a desired score. The taxiway needs to be raised 6 inches due to flood issues. Replacement of the lighting is desired at this time to upgrade to modern LED lighting.										
Previous Authorizations/ Actions	1 Runway Rehabilitation: Petition to request Federal funding for this project passed the Sauk County Board on 02/15/2016.										
Funding Sources	1 Runway Rehabilitation: The Federal Aviation Administration funds 90% of the project, the State of Wisconsin funds 5%, and the owner counties fund the remaining 5%.										
Future Operating Budget Impacts	1 Runway Rehabilitation: New LED lighting should lower cost of electricity and routine bulb replacement. Replacement of underground cable with Federal assistance will avoid replacement / repair with county money later.										

Department: Circuit Courts Fourth Jury Courtroom											
Project	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
1: Courthouse Remodel										2,000,000	2,000,000
Project Description(s)	1 Courthouse Remodel: Fourth circuit courtroom with chambers, conference room, jury facilities and support staff area.										
Analysis of Need	1 Courthouse Remodel: If a fourth judgeship is created for the county, a fully functional courtroom will be needed. Construction of the fourth courtroom at the Law Enforcement Center is an alternative to consider. Construction cost estimates would need to acknowledge and address that all proceedings must be open to the public. The balance between this openness and potential security issues with the rest of the Law Enforcement Center must be considered. Continued operational cost estimates would also need to weigh the savings achieved in less transfer of defendants against additional costs for transferring court staff including the judge, court clerk, court reporter and prosecutor. Transfer of files via paper and electronics would also need to be addressed.										
Previous Authorizations/ Actions	1 Courthouse Remodel: None.										
Funding Sources	1 Courthouse Remodel: Unknown at this time.										
Future Operating Budget Impacts	1 Courthouse Remodel: A slight revenue increase in court support grant may occur. Potential additional expenses would include an increase in postage, telephone, office supplies (totaling around \$1,000) and jury costs (\$10,000 to \$15,000) for an additional branch. A fourth judge would likely require an additional judicial assistant, whose wages and benefits are estimated to be \$85,000 in 2029, court security officer for an estimated \$100,000, and bailiffs for an estimated \$6,000. An additional law clerk (student intern) may be required with wages and benefits of \$15,000. An additional legal secretary in the District Attorney's office may also be needed with wages and benefits of \$85,000. There would be little additional space to maintain, existing hired and contracted staff could clean and maintain the new courtroom.										

Department: University of Wisconsin – Platteville Baraboo Sauk County (UW-P BSC)											
Project (Sauk County 50% portion shown)	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
1: Phase 3 Theater & Arts Renovation		400,000									400,000
Project Description(s)	<p>Beginning in 2007, the campus master plan identified major phases of building and renovation projects to occur at approximately 4 year intervals for 20 years. Each phase has been developed around the most immediate needs of the campus, programming requirements and the campus strategic plan. Note: The campus master plan will be revised in 2018 and phases 3, 4 and 5 below will be verified. This year's submission regarding Phase 3 is based on current analysis (attached).</p> <ul style="list-style-type: none"> • Phase 1 – Prepares the site for future building improvements, potential residence hall and conference center, and increasing campus enrollments (Parking expansion and tennis court relocation - completed Summer 2011). • Phase 2 – Construction and renovation of a portion of the facilities which have not been updated since 1968. New construction provides modern science labs for the teaching of STEM subjects (science, technology, engineering, and math); current science labs will be remodeled and converted to general purpose classroom space and labs for certain disciplines. Due to budget restrictions, the planned faculty office renovations were eliminated - completed Fall 2015. • Phase 3 – Extensive renovation of the Art and Theater portions of the upper level of the current Fine Arts building. Due to review of current growth and usage projections, a major expansion of current footprint is no longer anticipated. Instead, a project budget worksheet was developed for the requested scope of this renovation project (attached). Project scope and cost estimates will be verified during the upcoming campus master plan revision. • Phase 4 (dependent on enrollment, technology, changes in pedagogy, etc., consider moving to Phase 5) – Expansion of upper and lower levels of the Lange Center. Recognizes the need for a “front entrance” to the campus and the need to combine the administrative functions in one area. This phase will improve efficiencies within the administrative support departments and better serve students and the public. • Phase 5 (dependent on enrollment, technology, changes in pedagogy, etc., consider moving to Phase 4) – Increases space for food service and facilities management operations; expands and connects the academic and library buildings and provides for additional classrooms. (Master Plan as prepared by Strang, Inc. in 2007 with updates in 2010 and 2012.) 										
Analysis of Need	<p>The campus was originally designed for 300 students. Current enrollment over the last several years has averaged approximately 450 FTE (full-time enrollment) and more than 600 head count. Although the campus facilities and physical plant have been expanded several times over the years, they have not kept pace with enrollments and changing methods of curriculum and instruction. A continued expansion of enrollment, faculty and degree offerings in support of residents of Sauk County and surrounding communities necessitate an ongoing expansion and renovation of facilities.</p>										

Department: University of Wisconsin – Platteville Baraboo Sauk County (UW-P BSC)

Previous Authorizations/ Actions

Phase 1 was completed in 2011. The master plan phasing was re-prioritized in 2010/11 to reflect more critical core education items being constructed first. Phase 2 was completed in Fall 2015.

Funding Sources

The initial \$100,000 for master planning was funded by Sauk County General Fund balance. Campus ownership is shared equally between the City of Baraboo and Sauk County. Renovations would similarly be funded by the two entities. The County's portion of science facility work in 2014 to 2016 was funded by General Fund balance. Future funding sources are currently unknown.

Future Operating Budget Impacts

Currently, Sauk County splits most annual facilities maintenance costs with the City of Baraboo for a 63-acre campus with approximately 185,000 GSF in 5 buildings. The 2019 operating budget is \$205,000, which equates to slightly more than \$1.10 per square foot per year for building maintenance alone, not including the grounds, which are also maintained by UW personnel. Costs include upkeep and replacement expenses for items such as carpet/tile, HVAC, fire inspections, window replacements, paint, insurance, etc. but do not include personnel, custodial, consumables and chemicals, fuel and equipment for groundskeeping, etc. The UW System provides funding for all movable equipment, personnel, and most consumable supplies. Additional funding for maintenance and upkeep expenses may be requested from Sauk County as the total square footage of facilities increases and as current facilities continue to age.

Department: Building Services											
Project	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
1: -Communication Systems Upgrades -Tactical Channels Upgrade to Internet Protocol (IP) -Replace Tower Road site -Site Development	50,000 302,770	50,000 750,000	50,000 300,000	50,000 300,000	50,000	50,000	50,000	50,000	50,000	50,000	2,152,770
2: Tuckpointing / Caulking of Facilities	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
3: Communications Center - Radio Console Replacement	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
4: Courtroom Video Arraignment	50,000										50,000
5: Energy Cost Saving Measures	225,000	1,100,000	225,000								1,550,000
6: LEC Video Cameras	150,000										150,000
7: Roof Replacement	300,000			360,000							660,000
8: Elevators – Courthouse Annex & Court Holding	110,000										110,000
9: Space Needs Study/Remodel of Facilities	2,500,000	1,000,000	2,400,000								5,900,000
10: Law Enforcement Center Carpet		50,000									50,000
11: Re-gasket/Check Bearings on Chillers					190,000		100,000		105,000		395,000
12: Building Security	500,000	50,000	50,000								600,000
13: Spring Green Fiber Expansion	40,000	250,000	100,000								390,000
14: Electric Vehicle Charging Stations	50,000										50,000

Department: Building Services

**Project
Description(s)**

1 Communications: The \$50,000 is utilized for continued, necessary equipment upgrades and improvements as the technology dictates for communication system infrastructure (tower & fiber optic sites and equipment). This is not intended to cover a "big" one time expenditures such as adding a new tower site, or the addition of a Fiber node. As technology changes it is possible that additional tower sites/fiber nodes will be needed.

2020-2022: In 2020 transition to new IP based radio at each of the tower sites (9) for the Tactical channels. 2021: Replacement of the Tower on Tower Road cost of the replacement tower is to be determined. 2022 adding new County sites will need to be considered utilizing towers built by Bug Tussel. These sites will provide wider area coverage and allow decommissioning small temporary backfill coverage sites that were implemented with the narrowbanding changes. Some of the equipment from these smaller sites will be utilized.

2 Tuckpointing / Caulking of Facilities: Ongoing inspections, maintenance/repairs of caulk and tuck-point joints on facility concrete panels and stones.

3 Communication Center Radio Console: Replace the radio consoles at both the Law Enforcement Center and the Emergency Operation Center (EOC). This is the main radio system utilized for communications with all Fire, EMS, Law Enforcement, Highway and other public service agencies. Additionally, the equipment is utilized for paging Fire and EMS. This will annualize budget dollars for future replacements of this equipment as well.

4 Courtroom Video Arraignment: Upgrade video arraignment systems in Circuit Court Branches I, II, III, and Family Court Commissioner.

5 Energy Measures: Implement cost saving measures identified within the Courthouse (CH) & West Square (WS) feasibility study and Law Enforcement retro commissioning reports. Also, an energy assessment by Hoffman Architect identified recommended cost savings measures mostly related to lighting. Presently we are conducting another assessment which will focus on possible 3rd party solar installations as well as other energy cost savings items. With technology ever changing this does become an ongoing effort.

6 Law Enforcement Center (LEC) Video: Upgrade the video cameras and software licensing at the LEC.

7 Replace Roofs: Replace rubber roofs on West Square, Courthouse Annex, and Human Services Reedsburg.

8 Elevators: Replacement of single-bottom underground hydraulic cylinder assembly on Courthouse Annex and court-holding elevator.

9 Space Needs & Remodel: Design and Re-model areas identified in the Space Needs Assessment completed by Strang Inc. from July 2019.

10 Law Enforcement Center Carpet: Replacement of 2003 carpet at the Law Enforcement Center in the secure and unsecure areas.

11 Re-gasket, Check Bearings on Chillers: Complete tear down on Chillers at the West Square and LEC to replace gaskets and check bearings.

12 Building Security: Building Security is becoming more important every day for both the visitors and employees of Sauk County. Projects planned include installation of security walls (2019); securing windows, additional intrusion alarms, additional security equipment (2019); Courthouse west entrance redesign (2019); and Courthouse West entrance remodel, excluding space modification for scanners and including Americans with Disabilities Act compliance (2020).

Department: Building Services	
Project Description(s)	<p>13 Spring Green Fiber Expansion: Expansion of Sauk County's fiber network to key county infrastructure such as a Highway Department satellite shop in Spring Green, the Tri-county Airport, and tie back into the County main fiber network at Cty Rd JJ and G.</p> <p>14 Electric Vehicle Charging Stations: Installation of (6) Electric Vehicle stations (4) in the West Square Parking lot and (2) at the Law Enforcement Center. Each station is a double charger, where one station will charge 2 vehicles simultaneously with multiple power electrical connection options. A pay for charging station will also be a part of the charging station build out.</p>
Analysis of Need	<p>1 From 2003 through 2007 the entire County Communications Infrastructure was upgraded. Upgrades included the addition of 148 miles of fiber optic cable and 5 new towers, 4 of which were new sites. Since 2007 and additional 36.5 miles of fiber has been added along with a number of smaller fiber equipment at the Highway Department, Parks, Landfill/Training Center. Tower and fiber equipment need to be serviced and upgraded regularly to function properly.</p> <p>2 To assure we maintain the exterior appearance of all of the facilities while also catching any potential issue/bad joints that could cause significantly worse damage.</p> <p>3 This equipment is operational 24 hours a day, 7 days a week, 365 days a year. This equipment is utilized for paging and radio communications with all emergency response agencies. Existing equipment was installed in 2003 and was replaced in 2015. Life expectancy is 10-12 years and this product line hit the end of service life in 2010.</p> <p>4 The video arraignment systems was last upgraded/updated in the 2012. The video arraignment system has had issues lately. The system is still useful, but a replacement plan is being developed to upgrade the system and will allow the courtrooms to get improved technologies for all that use those courtrooms. A new video arraignment system will also help to reduce the number of inmate transports needed for various required appearances.</p> <p>5 There are a number of energy cost saving items that have been identified within the studies that have been completed and are in progress. A large portion of the funds will be utilized for the replacement of the existing building controls in the CH and WS from pneumatic to digital. Some of this replacement has started with the recently completed WS remodel (2013) and is presently being completed in the WS. The CH pneumatic to digital controls is expected to be around \$1,000,000. We will continue to research what cost may be eligible for grants, such as Focus on Energy.</p> <p>6 The current cameras at the LEC are original to the building from 2003. Many of the cameras have been replaced, and re becoming more difficult to find. The current cameras run on coax cable instead of CAT6, very few cameras use this technology today. Technology has greatly improved the cameras over the years and the upgrade will also greatly improve the video quality and recording rate.</p> <p>7 Life expectancy of the rubber roofs is estimated at 20 years +/- . In 2016 roofs on the West Square, Courthouse Annex and Human Services reached this age of 20 years old or more. The Reedsburg Human Services, a large portion of the Law Enforcement Center roof have been completed, with the Courthouse Annex roof being completed in fall of 2019. Full inspections of the West Square roof was conducted prior to the 2019 budget year to determine a more accurate replacement schedule and cost.</p>

Department: Building Services

Analysis of Need

8 This is the original hydraulic cylinder assembly installed in 1963. Our elevator service provider has identified this as a high priority for replacement. Should this fail it would completely disable this elevator making it very difficult to access the various floors of the Courthouse and court holding by elevator.

9 Many Sauk County Departments have grown or programs have been added over the last few years. Numerous departments have two or more employees in an offices. In some cases storage space has been converted into office for some of the counties expansion. An analysis of office and storage space the county has is much needed. An overall analysis is needed, so the so the county can better plan for growth and overall most efficient use of space in the current facilities.

10 The flooring is original to the LEC, numerous areas in the secure and unsecure areas are starting to show wear even with regular cleaning and maintenance of surfaces.

11 Regular maintenance that is recommended every 7 - 10 years of operation, presently scheduled for 8 years. Failure to complete regular maintenance could result in catastrophic failure of the chillers which would require a full replacement of the chiller which would be a significantly higher cost. Based on current 2017 prices, to completely replace both chillers at either facility would cost between \$450,000 to \$500,000.

12 A building security report was conducted in 2016 by Ehlert & Associates identifying a number of security deficiencies at the Courthouse, West Square Building, and Reedsburg Human Services along with recommendations by the Sheriff's department.

13 Sauk County currently owns and maintains a fiber network throughout the county. Sauk County currently ends a portion of the fiber network at the Spring Green Fire station. The partnership between the Town of Spring Green, Village of Spring Green, Reedsburg Utility, and Sauk County will expand the network through the Village and Town of Spring Green. Sauk County has agreed to partner with Reedsburg Utility and the Town of Spring Green to improve the broadband in the rural areas of the southwestern part of the county. Sauk County is looking to assist with expanding the fiber in rural areas and providing county network services to facilities currently not served with the county network.

14 The County is looking to build on the strategic issue of energy savings and reducing the overall carbon footprint. Providing charging stations will continue to encourage citizens, employees, and departments to look at reducing their carbon footprint by driving an electric vehicle.

Previous Authorizations/ Actions

Projects 1-2, 4, 6, 8, 10, 12-14 None.

3 Several upgrades/replacements have taken place over the last 30 years.

5 Replacement of pneumatic to digital controls in the West Square building and currently upgrading lighting throughout the buildings.

7 Working with contractors for inspecting the roofs help with budgeting costs.

9 2019 Strang Inc. space needs assessment.

11 West Square Chillers completed in 2008 & 2016 Chiller #1 in 2019, LEC done in 2011 & Chiller 1 in 2016, Chiller #2 in 2018.

Department: Building Services

Funding Sources **Projects 1-4, 6-11, 13-14** Future projects' funding is unknown at this time, likely county tax levy or General Fund balance.

5 Most likely funded by tax levy or General Fund balance, but some Focus on Energy funding may be available.

12 General fund balance for the larger dollar initiatives; tax levy for smaller future projects.

Future Operating Budget Impacts

1 All of these systems are maintained by Building Services staff. Maintain a technical support agreement on fiber node equipment.

2 Nothing out of the ordinary.

3 All of these systems are maintained by Building Services staff.

4 \$3,000 planned annually for future software and hardware upgrades.

5 The work should provide energy usage savings in the future and help to achieve our goal of becoming carbon neutral.

6 General maintenance.

7 Once replaced roofs should be mostly maintenance free.

8 All elevators are covered under our elevator maintenance contract.

9 General maintenance.

10 Normal cleaning and maintenance.

11 Day to day maintenance completed by Building Services Staff, maintain annual maintenance agreements for annual service with qualified vendor.

12 Cameras and alarms will require routine maintenance and upkeep.

13 Fiber maintenance is completed by Building Services Staff, maintain maintenance agreements for service by qualified vendor.

14 Ongoing pay station upkeep and software expense for having a pay machine for using the charging stations.

Department: Management Information Systems (MIS)											
Project	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
1: Phone System	75,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	300,000
2: 911 System	125,000	125,000	50,000	50,000	50,000	50,000	50,000	150,000	150,000	60,000	860,000
3: -Network Infrastructure -Main Data Center -LEC Data Center	35,000	35,000	35,000	35,000	35,000	35,000 70,000	35,000	35,000 70,000	35,000	35,000	490,000
4: Virtual Infrastructure	25,000	45,000	25,000	35,000	45,000	25,000	45,000	25,000	35,000	45,000	350,000
Project Description(s)	<p>1 Phone System Upgrades: Continued upgrades of the county phone system and voice mail system are necessary. Includes all county locations.</p> <p>2 911 Phone System Replacement: Replacement of the 9-1-1 Phone system plus annualized amount for ongoing costs.</p> <p>3 Network Infrastructure: Routine replacement of network hardware on an as needed basis. This has been an ongoing MIS budget initiative, however, this is the first time these costs have been included in CIP. Two core switches (Law Enforcement Center and Historic Courthouse) are being placed on a 7-year refresh as this is the typical lifespan for service contract coverage.</p> <p>4 Virtual Infrastructure: To upgrade Virtual Host machines, and Storage Area Network (SAN) Array. This would upgrade the main infrastructure that hosts and stores all county systems and servers. Future costs based on 2018 pricing.</p>										
Analysis of Need	<p>1 Phone System Upgrades: Money is budgeted annually to complete any necessary upgrades. This equipment is operating 24 hours a day, 7 days a week, 365 days a year. Systems are constantly changing and linked into the computer network.</p> <p>2 911 Phone System Replacement: In September of 2014, the 9-1-1 system was replaced. This funding is an ongoing appropriation to replace the 9-1-1 phone system and related equipment. This equipment runs 24 hours a day, 7 days a week, 365 days a year. It is anticipated that the system will require upgrading/replacement every seven (7) years, requiring a system upgrade by 2021.</p> <p>3 Network Infrastructure: Network switching and routing hardware exists throughout Sauk County facilities and are the backbone for computer network communication. These devices have a finite lifespan and must be periodically replaced.</p> <p>4 Virtual Infrastructure: This is an equipment replacement schedule for the computing infrastructure supporting operations in both Data Centers. Because these two data centers function in tandem, it is important the equipment age be maintained to within a couple of generations between facilities as mismatched equipment has the potential to compromise the performance of the overall system.</p>										

Department: Management Information Systems (MIS)

Previous Authorizations/ Actions

- 1 Phone System Upgrades:** System is in a state of continuous upgrade using refurbished equipment.
- 2 911 Phone System Replacement:** Last major upgrade September 2014.
- 3 Network Infrastructure:** LEC core switching replaced in 2019.
- 4 Virtual Infrastructure:** New install 2016/2017. Upgrade of storage device at LEC in 2019.

Funding Sources

- 1 Phone System Upgrades:** Tax levy, funds not expended in a budget year will be carried forward.
- 2 911 Phone System Replacement:** Tax levy.
- 3 Network Infrastructure:** Tax levy.
- 4 Virtual Infrastructure:** Tax levy.

Future Operating Budget Impacts

- 1 Phone System Upgrades:** Annual service and support agreements \$75,000.
- 2 911 Phone System Replacement:** These systems are maintained by staff on a day to day basis. Additionally on the 9-1-1 phone system we carry a maintenance agreement with the vendor which includes: alarm monitoring, on-site maintenance, software updates, software protection and remote tech support, annual cost ongoing costs are estimated to be \$60,000. Per the vendor, end of life on this system is 7 yrs., making an upgrade necessary in 2021.
- 3 Network Infrastructure:** Hardware service contracts when required - service contract for the core switch(es) will be roughly \$7,000 per year per unit.
- 4 Virtual Infrastructure:** Yearly support maintenance from Dell and EMC.

Department: Land Resources & Environment											
Project	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
1: Campground Improvements	55,000										55,000
2: Hemlock Dam Repair or Removal	250,000										250,000
3: White Mound Building Removal	25,000										25,000
4: White Mound –Plan, Bike Trail, Disc Golf Course	32,000										32,000
Project Description(s)	<p>1 Campground Improvements: Make needed improvements and additions to White Mound campsites including but not limited to: Overall campground improvement; site pad leveling, picnic table replacements, electrify some non-electric sites, bathroom improvements and shower building improvements.</p> <p>2 Hemlock Dam Repair or Removal: Damage due to flooding in 2018 and in addition to the age and condition of the dam, it must be repaired or removed.</p> <p>3 White Mound Building Removal: Razing the existing barn and former office at White Mound County Park.</p> <p>4 White Mound – Plan, Bike Trail, Disc Golf Course: Creating a master plan for White Mound County Park and/or considering options to add amenities such as fat tire biking trails, a disc golf course or expanding campsites.</p>										
Analysis of Need	<p>1 Campground Improvements: White Mound Park has been seeing an increased number of campsite reservations, campers, and requests for electrical sites. By improving the current campsites and converting some of the existing tent sites to camper accessible sites it will allow for a better camping experience and will help support the continued growth of the park.</p> <p>2 Hemlock Dam Repair or Removal: There is an administrative order from the Wisconsin Department of Natural Resources to repair or remove the dam.</p> <p>3 White Mound Building Removal: The existing buildings are deteriorating and should be removed before they collapse.</p> <p>4 White Mound – Plan, Bike Trail, Disc Golf Course: A master plan would act as a guide for future development based on need, cost and demand. Adding fat tire trails would help fill a demand in Sauk County. Disc golf courses are and have been in demand throughout the state. Adding recreational options at White Mound Park will increase park usage.</p>										

Department: Land Resources & Environment	
Previous Authorizations/ Actions	<p>1 Campground Improvements: None.</p> <p>2 Hemlock Dam Repair or Removal: None.</p> <p>3 White Mound Building Removal: None.</p> <p>4 White Mound – Plan, Bike Trail, Disc Golf Course: None.</p>
Funding Sources	<p>1 Campground Improvements: General Fund Balance.</p> <p>2 Hemlock Dam Repair or Removal: General Fund balance.</p> <p>3 White Mound Building Removal: General Fund balance.</p> <p>4 White Mound – Plan, Bike Trail, Disc Golf Course: General Fund balance.</p>
Future Operating Budget Impacts	<p>1 Campground Improvements: Minimal additional expense for mowing and maintenance. Possibly maintenance of additional paved areas. Increased usage will generate additional income from entrance fees and other use fees, but these dollars are not likely to be significant.</p> <p>2 Hemlock Dam Repair or Removal: If the decision is to repair, there will be ongoing maintenance expenses.</p> <p>3 White Mound Building Removal: None.</p> <p>4 White Mound – Plan, Bike Trail, Disc Golf Course: Revenue generating from any recreational improvements within the park. Added expenses to maintain trails and courses.</p>

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Debt Service

The Debt Service Fund is used to account for the accumulation of resources for, and payment of, general long-term debt principal, interest and related costs. Any debt service payments financed by proprietary funds are reported in those funds, not here in the debt service fund.

CUSIP #: Committee on Uniform Securities Identification Procedures number. A universally accepted industry standard for securities identification and descriptions. Sauk County's issuer base number CUSIP is 804328.

Sauk County initiated a one-half percent sales tax 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."

Sauk County shall comply with all statutory debt requirements, currently Chapter 67 of the Wisconsin Statutes. Subsection 67.03(1)(a) requires that the County's aggregate debt not exceed five percent of the value of the taxable property in the County as equalized for state purposes. Sauk County is currently utilizing well below this maximum. Further, the County shall issue debt only to the extent that the project funded by this debt fulfills a public purpose. Debt shall never be issued to fund ongoing, operational expenses. Debt shall only be issued to the extent that the County is able to fund principal and interest repayments within County levy limitations. The duration of debt should not exceed the life of the assets for which the debt was issued. Bond proceeds shall be invested in County-approved designated depositories, and shall strive to earn the maximum interest possible on these invested funds. Notwithstanding, all Internal Revenue Service arbitrage rules shall be followed.

A variety of debt instruments shall be allowed, including sale of bonds or notes in the open market, notes or commercial paper issued by local financial institutions, both capital and operating leases, bond anticipation notes, and lines or letters of credit. The County's tax exempt status shall be used to the extent allowable. A variety of methods of sale shall be considered and the most advantageous to the County shall be used. These methods may include competitive sale, negotiated sale or private placement. The County shall strive to maintain the highest credit rating possible. When proven cost-effective, credit enhancement in the form of letters of credit, bond insurance or surety bonds may be used. All ongoing disclosure requirements shall be honored.

Goals considered in development of financing plans include: maximization of investment earnings, issuance of bank qualified debt to minimize interest costs, maintaining or improving the County's bond rating, and maintenance of flexibility and fluidity. Existing debt may be refunded only if the present value of the refunding instruments' payments demonstrates a savings to the County. Debt shall not be refunded solely for the purpose of improving the County's cash flows.

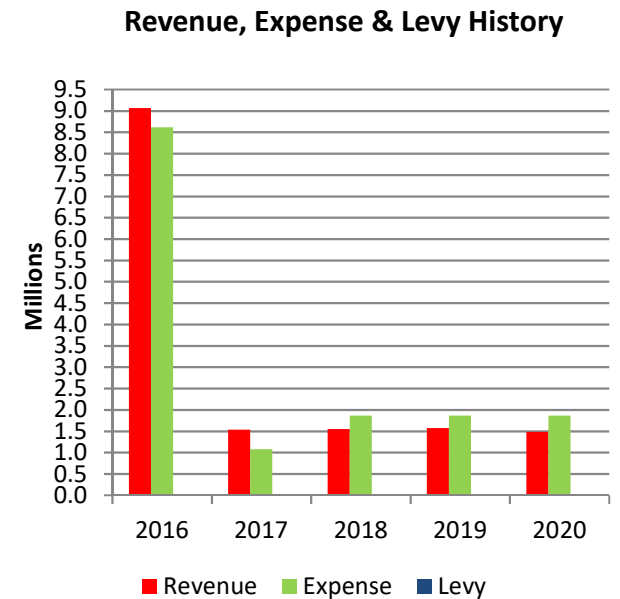
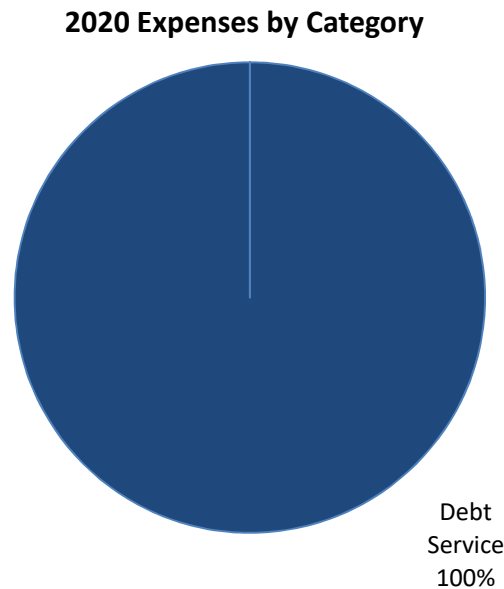
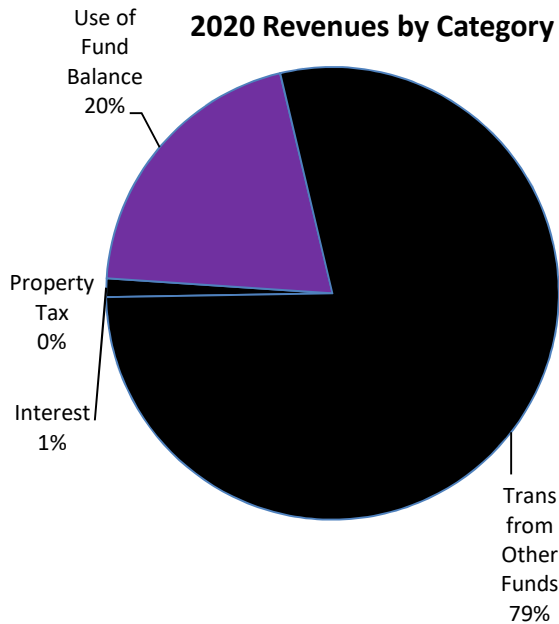
Investor services, such as Moody's and Standard & Poor's, do detailed in-depth analysis of an issuer's ability to remain a going concern and make bond payments. Based on this analysis, the service provides a rating for each issue. A rating can be enhanced with bond insurance; however, no outstanding bond issues have used bond insurance.

The rating system is similar for each investor service. Moody's, for example, provides ratings of Aaa, Aa, A, Baa, Ba, B, Caa, Ca and C, with Aaa being the highest rating. Each of these rating categories can be further modified with a 1, 2 or 3 to denote higher (1) or lower (3) rankings within that category. In August of 2001, Sauk County was successful in obtaining an increase in its rating from Moody's A1 to Aa3. These ratings were confirmed in 2002, 2004, 2005, 2007 and again in 2009. Moody's recalibrated its rating scale for governmental units in April 2010, and Sauk County's rating was changed favorably to Aa2. The Aa2 rating was affirmed later in 2010. Sauk County's rating was upgraded to Aa1 in conjunction with a 2014 refunding to achieve lower interest rates on existing debt, and affirmed in 2016, 2017 and 2019.

Debt Service

Significant Changes in the Debt Service Function for 2020

- Debt service repayment starting in 2008 for the Health Care Center building project is recorded in the Health Care Center enterprise fund, not these general debt service accounts.
- In September of 2014, the County refunded the remaining portions of May 2004 Law Enforcement Center and December 2007 Health Care Center debt to take advantage of lower interest rates. Additionally, the County applied \$2,000,000 of general fund balance toward the refunding to reduce overall obligations.
- In July of 2016, the County refunded December 2005 Law Enforcement Center debt to take advantage of lower interest rates.
- In April of 2017, the County refunded July 2010 Health Care Center debt to take advantage of lower interest rates.
- In July of 2019, the County refunded October 2009 Health Care Center debt to take advantage of lower interest rates.



	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
DEBT SERVICE											
<u>Revenues</u>											
Tax Levy	0	0	0	0	0	0	0	0.00%	None	0	0
Interest	7,068	11,204	33,976	20,000	40,000	25,000	5,000	25.00%			
Transfer from other Funds	1,666,693	1,522,334	1,518,297	1,496,456	1,533,017	1,461,089	(35,367)	-2.36%	2020 Total	0	0
Bond Proceeds	7,392,309	0	0	0	0	0	0	0.00%			
Premium on Bonds Issuance	0	0	0	0	0	0	0	0.00%			
Use of Fund Balance	0	0	310,002	346,419	289,858	376,686	30,267	8.74%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
Total Revenues	9,066,070	1,533,538	1,862,275	1,862,875	1,862,875	1,862,775	(100)	-0.01%			
<u>Expenses</u>											
Principal Redemption	8,205,672	908,792	1,720,000	1,755,000	1,755,000	1,790,000	35,000	1.99%			
Interest Payments	314,175	169,457	142,275	107,875	107,875	72,775	(35,100)	-32.54%			
Debt Issuance Costs	92,860	0	0	0	0	0	0	0.00%			
Addition to Fund Balance	453,363	455,289	0	0	0	0	0	0.00%			
Total Expenses	9,066,070	1,533,538	1,862,275	1,862,875	1,862,875	1,862,775	(100)	-0.01%			
Beginning of Year Fund Balance	444,582	897,945	1,353,234		1,043,232	753,374					
End of Year Fund Balance	897,945	1,353,234	1,043,232		753,374	376,688					

2020 Highlights & Issues on the Horizon

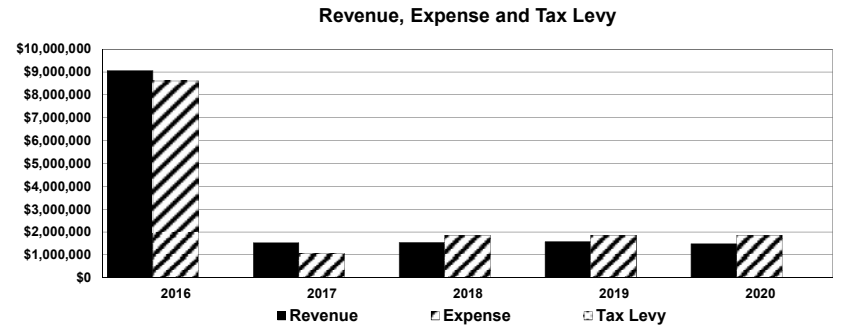
Debt for the replacement Health Care Center is accounted for in the Health Care Center fund.

The Debt Service related to the Law enforcement Center (LEC). The last payment of LEC debt will be in 2021.

Additional Law Enforcement Center debt was refunded in July, 2016 to take advantage of lower interest rates. General debt service payments are reduced by \$140,000 in 2017 directly related to this refunding.

Health Care Center debt was refunded in 2017, saving \$74,000.

This budget included an addition to fund balance in 2015-2017 to be used in 2018-2021 to smooth the levy impact of fluctuations in debt service due to the refunding.



Fund: DEBT SERVICE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: GENERAL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
50999 DEBT SERVICE REVENUE										
481180 INTEREST DEBT SERVICE INVESTME	-750	-11,204	-5,000	-33,976	680%	-29,760	-20,000	-40,000	-25,000	5,000
492100 TRANSFER FROM GENERAL FUND	-1,425,334	-1,425,334	-1,418,297	-1,418,297	100%	-698,228	-1,396,456	-1,396,456	-1,361,089	-35,367
492200 TRANSFER FROM SPECIAL REVENUE	-97,000	-97,000	-100,000	-100,000	100%	-50,000	-100,000	-136,561	-100,000	0
493010 FUND BALANCE APPLIED	0	0	-338,866	0	0%	0	-346,419	0	-376,686	30,267
TOTAL DEBT SERVICE REVENUE	-1,523,084	-1,533,538	-1,862,163	-1,552,273	83%	-777,988	-1,862,875	-1,573,017	-1,862,775	-100
50999800 DEBT SERVICE FUND										
561000 PRINCIPAL REDEMPTION	908,792	908,792	1,720,000	1,720,000	100%	0	1,755,000	1,755,000	1,790,000	35,000
562000 INTEREST EXPENSE	169,268	169,457	142,163	142,275	100%	53,700	107,875	107,875	72,775	-35,100
TOTAL DEBT SERVICE FUND	1,078,060	1,078,249	1,862,163	1,862,275	100%	53,700	1,862,875	1,862,875	1,862,775	-100
50999930 ADDITION TO FUND BALANCE										
593000 ADDTN TO FUND BAL/RET EARNINGS	445,024	0	0	0	0%	0	0	0	0	0
TOTAL ADDITION TO FUND BALANCE	445,024	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT REVENUE	-1,523,084	-1,533,538	-1,862,163	-1,552,273	83%	-777,988	-1,862,875	-1,573,017	-1,862,775	-100
TOTAL DEPARTMENT EXPENSE	1,523,084	1,078,249	1,862,163	1,862,275	100%	53,700	1,862,875	1,862,875	1,862,775	-100
-ADDITION TO / USE OF FUND BALANCE	0	-455,289	0	310,002		-724,288	0	289,858	0	

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

Year of Payment	Principal	Interest	Total Payments	Year-End Outstanding Principal
General Governmental				
2020	1,790,000	72,300	1,862,300	1,825,000
2021	1,825,000	36,500	1,861,500	0
2022	0	0	0	0
2023	0	0	0	0
2024	0	0	0	0
2025	0	0	0	0
2026	0	0 </td <td>0</td> <td>0</td>	0	0
2027	0	0	0	0
2028	0	0	0	0

Health Care Center				
2020	820,000	304,458	1,124,458	6,875,000
2021	890,000	241,850	1,131,850	5,985,000
2022	900,000	198,100	1,098,100	5,085,000
2023	935,000	153,850	1,088,850	4,150,000
2024	995,000	124,500	1,119,500	3,155,000
2025	1,020,000	94,650	1,114,650	2,135,000
2026	1,050,000	64,050	1,114,050	1,085,000
2027	1,085,000	32,550	1,117,550	0
2028	0	0	0	0

Total				
2020	2,610,000	376,758	2,986,758	8,700,000
2021	2,715,000	278,350	2,993,350	5,985,000
2022	900,000	198,100	1,098,100	5,085,000
2023	935,000	153,850	1,088,850	4,150,000
2024	995,000	124,500	1,119,500	3,155,000
2025	1,020,000	94,650	1,114,650	2,135,000
2026	1,050,000	64,050	1,114,050	1,085,000
2027	1,085,000	32,550	1,117,550	0
2028	0	0	0	0

The Health Care Center budget includes repayment of \$5,080,000 of general obligation refunding bonds issued April, 2017 and \$2,665,000 of general obligation refunding bonds issued July, 2019 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 and ending in 2027.

Future Debt Plans

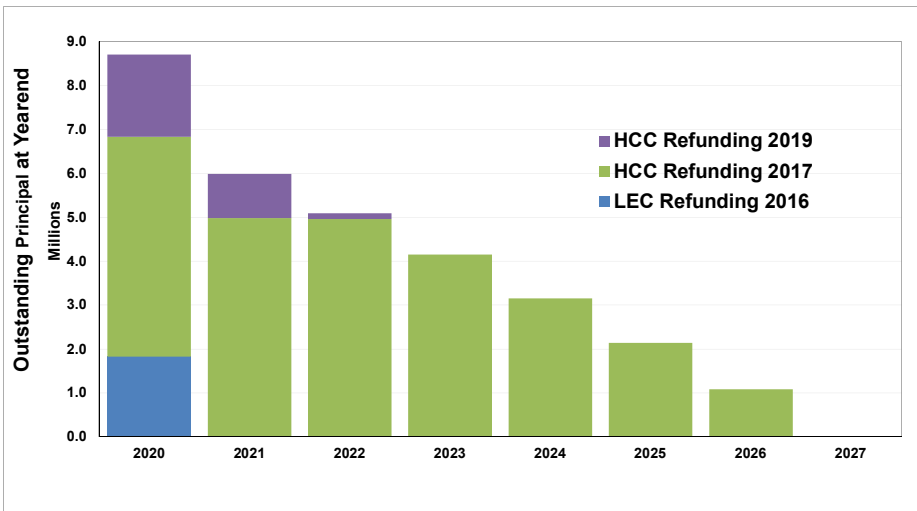
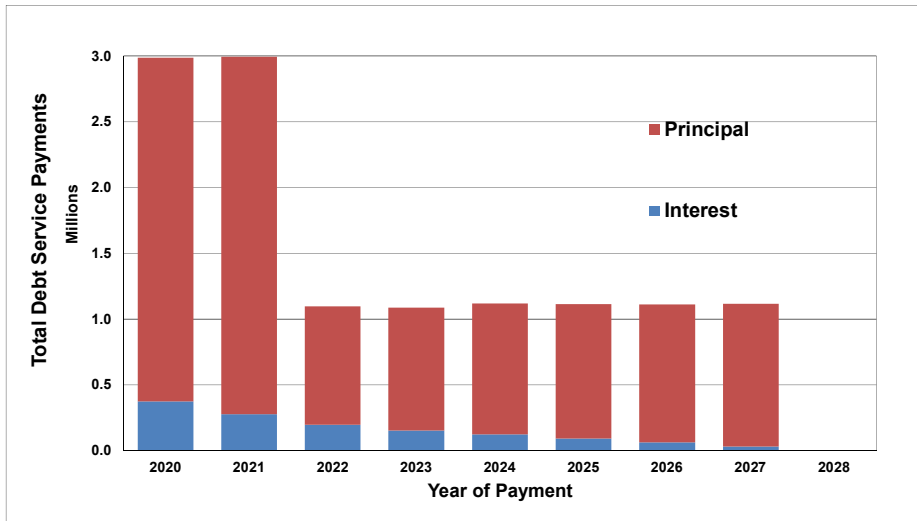
Sauk County is considering replacement of its main Highway building, which may require issuance of debt. Consult the Capital Improvement Plan for possible future projects needing funding.

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.

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.

2019 County Equalization Report as issued by the Wisconsin Department of Revenue		<u>\$7,715,950,200</u>
5% Debt Limitation	100.00%	\$385,797,510
Outstanding General Obligation Debt at 1/1/2021	2.26%	<u>\$8,700,000</u>
Remaining Debt Margin	97.74%	<u>\$377,097,510</u>



GENERAL OBLIGATION DEBT SCHEDULE BY ISSUE

Issue Type:	General Obligation Refunding Bonds				General Obligation Refunding Bonds			
	Advance Refunding of Law Enforcement Center Bonds - for maturities due 2012 (partial), 2013, and 2018 through 2021				Refunding of December 29, 2005 Law Enforcement \$10,000,000			
Purpose:								
Dated:	December 29, 2005				July 18, 2016			
Original Issue \$:	\$10,000,000				\$7,125,000			
Moody's Rating:	Aa3. Rating enhanced with bond insurance to Aaa				Aa1			
Principal Due:	October 1				October 1			
Interest Due:	April 1 and October 1				April 1 and October 1			
Callable:	October 1, 2015 at par				None			
CUSIP:	804328				804328			
Paying Agent:	Associated Bank				Associated Bank			
Budgeted Fund:	Debt Service				Debt Service			
Year of Payment	Principal	Interest		Total	Principal	Interest		Total
2006	135,000	298,108	3.750%	433,108				0
2007	20,000	389,493	3.500% *	409,493				0
2008	20,000	388,793	3.500% *	408,793				0
2009	25,000	388,093	3.500% *	413,093				0
2010	25,000	387,218	3.500% *	412,218				0
2011	25,000	386,343	3.500% *	411,343				0
2012	1,015,000	385,468	4.000% **	1,400,468				0
2013	1,340,000	344,868	4.000% **	1,684,868				0
2014	25,000	291,268	4.000% **	316,268				0
2015	25,000	290,268	4.000% **	315,268				0
2016	Refunded 7-16	241,056	4.000% **	241,056		28,896	2.000%	28,896
2017	Refunded 7-16	0	4.000% **	0	35,000	142,500	2.000%	177,500
2018	Refunded 7-16	0	4.000% **	0	1,720,000	141,800	2.000%	1,861,800
2019	Refunded 7-16	0	3.850%	0	1,755,000	107,400	2.000%	1,862,400
2020	Refunded 7-16	0	3.900%	0	1,790,000	72,300	2.000%	1,862,300
2021	Refunded 7-16	0	4.000% **	0	1,825,000	36,500	2.000%	1,861,500
2022				0				0
2023				0				0
2024				0				0
2025				0				0
2026				0				0
2027				0				0
Totals	2,655,000	3,790,972	3.950%	6,445,972	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

* 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: Purpose:	General Obligation Advance Refunding Bonds			General Obligation Advance Refunding Bonds			General Obligation Refunding Bonds			General Obligation Refunding Bonds			
	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	
Dated:	October 13, 2009			July 6, 2010			April 20, 2017			July 30, 2019			
Original Issue \$:	\$4,965,000			\$4,925,000			\$5,080,000			\$2,665,000			
Moody's Rating:	Aa3			Aa2			Aa1			Aa1			
Principal Due:	October 1			October 1			October 1			October 1			
Interest Due:	April 1 and October 1			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			October 1, 2025 at par			None			
CUSIP:	804328			804328			804328			804328			
Paying Agent:	Associated Bank			Associated Bank			Associated Bank			Associated Bank			
Budgeted Fund:	Health Care Center			Health Care Center			Health Care Center			Health Care Center			
Year of Payment	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	
2006			0			0			0			0	
2007			0			0			0			0	
2008			0			0			0			0	
2009			0			0			0			0	
2010	110,000	185,564	295,564			0			0			0	
2011	25,000	189,763	214,763	246,226		246,226			0			0	
2012	75,000	189,263	264,263	199,194		199,194			0			0	
2013	75,000	187,388	262,388	199,194		199,194			0			0	
2014	60,000	185,325	245,325	199,194		199,194			0			0	
2015	50,000	183,525	233,525	199,194		199,194			0			0	
2016	60,000	182,025	242,025	199,194		199,194			0			0	
2017	65,000	180,075	245,075	99,597		99,597	67,598		67,598			0	
2018	795,000	177,800	972,800	0		0	25,000	151,150	176,150	2.000% *		0	
2019	830,000	146,000	976,000	0		0	25,000	150,650	175,650	2.000% *		0	
2020	Refunded 7-19	0	0	0		0	25,000	150,150	175,150	2.000% *	795,000	154,308	949,308
2021	Refunded 7-19	0	0	0		0	25,000	149,650	174,650	2.000% *	865,000	92,200	957,200
2022	Refunded 7-19	0	0	0		0	25,000	149,150	174,150	2.000% *	875,000	48,950	923,950
2023	Refunded 7-19	0	0	Refunded 4-17	0	0	805,000	148,650	953,650	3.000% **	130,000	5,200	135,200
2024			0	Refunded 4-17	0	0	995,000	124,500	1,119,500	3.000% **			0
2025			0	Refunded 4-17	0	0	1,020,000	94,650	1,114,650	3.000% **			0
2026			0	Refunded 4-17	0	0	1,050,000	64,050	1,114,050	3.000% **			0
2027			0	Refunded 4-17	0	0	1,085,000	32,550	1,117,550	3.000% **			0
Totals	2,145,000	1,806,728	3,951,728	0	1,341,791	1,341,791	5,080,000	1,282,748	6,362,748	2.990% Average	2,665,000	300,658	2,965,658

th 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

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General Government

This function includes revenues received and expenditures incurred to carry out the statutory duties of running the County.

FUNCTIONAL AREA MISSION STATEMENT

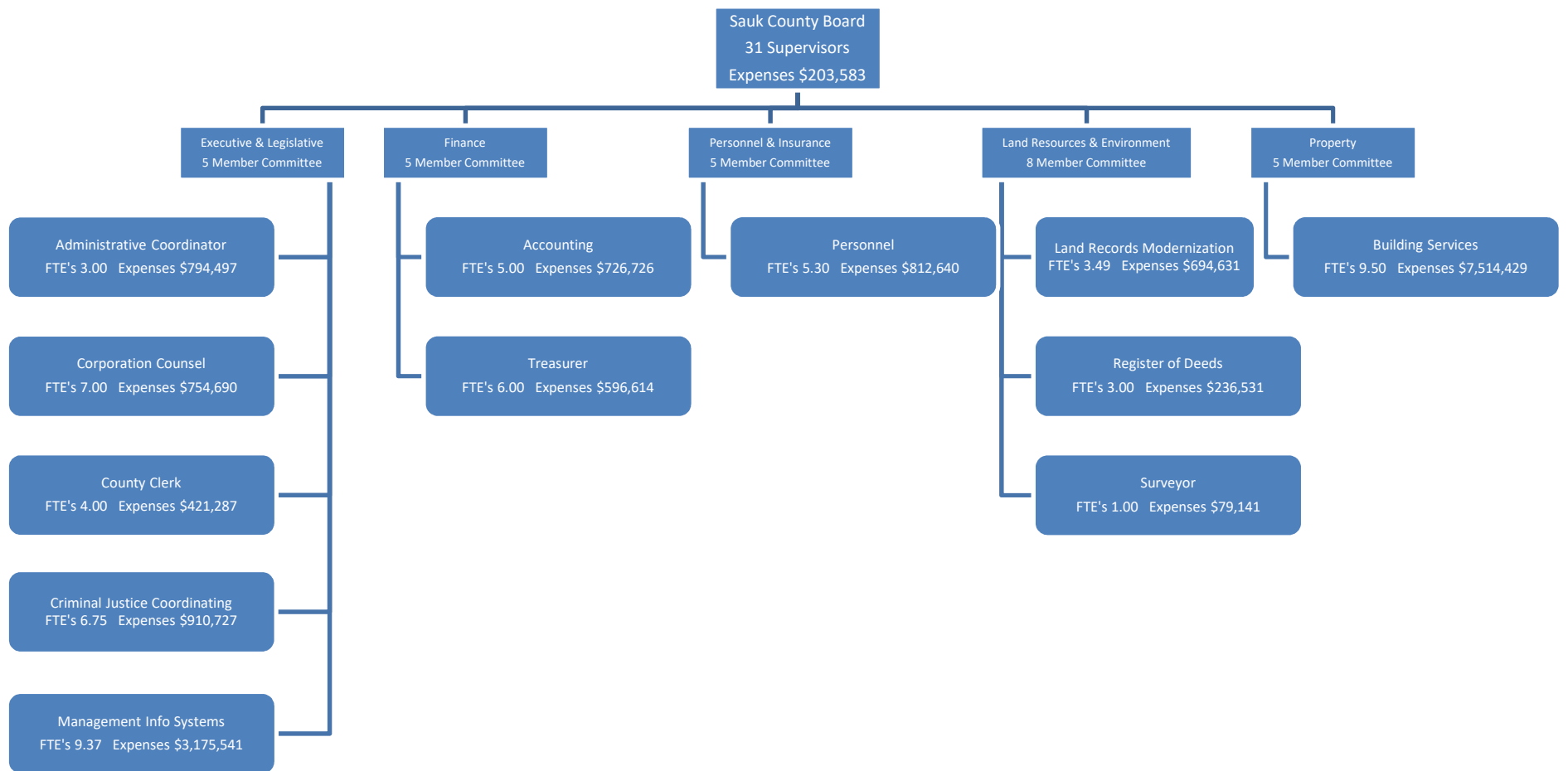
To support the mission of the departments comprising county government through the facilitation of a collaborative environment.

FUNCTIONAL AREA 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

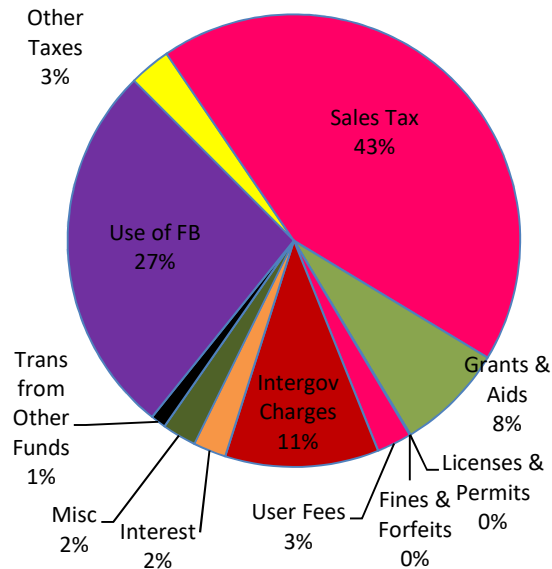


General Government

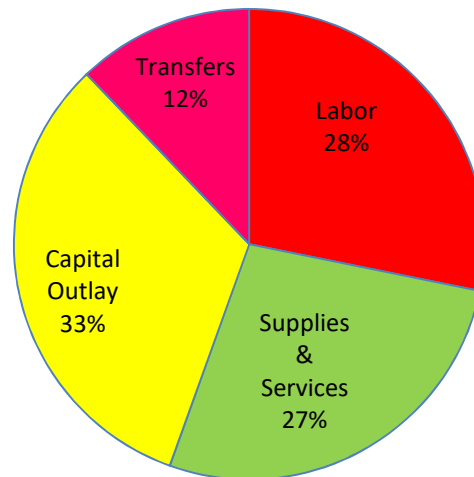
Significant Changes in the General Government Function for 2020

- 2020 sales tax revenue projections increased significantly by \$1,113,342 to \$9,889,000.
- Health insurance rates were held to a 7.00% increase. Excluding new positions the increased cost is \$230,000 (\$211,000 of tax levy).
- Transfer of the Community Liaison position and programs in the Administrative Coordinator’s office from general fund to tax levy funding, about \$100,000.
- Transfer of the revolving loan fund (RLF) program to the Administrative Coordinator budget with the end of Community Development Block Grant (CDBG) involvement in the RLF’s. Loan repayments in 2020 are estimated at \$94,429 and an additional \$100,000 of general fund balance is being allocated to help capitalize the program. Additionally, \$62,953 of previously received payments will bring the total funding to \$257,382.
- The Criminal Justice Coordinating function anticipates development of a program to assist with re-entry into the community. A \$200,000 grant utilizing CDBG funds will fund a 1.00 Re-Entry Coordinator position at \$81,000 and other services of \$119,000. The 2020 budget also includes a \$94,500 grant from SSM Health for a 0.75 Education Navigator to assist participants in getting the educational background they need.
- Upgrade to the 911 system of \$125,000 is included in the MIS budget.
- Addition of a 0.50 Legal Secretary in the Corporation Counsel’s office.
- A new timekeeping and human resources management system is included at \$225,000 in the Personnel budget.
- Interest on invested funds is expected to decrease by \$160,000 to \$490,000 in the Treasurer’s budget due to lower interest rates.
- Four elections are anticipated in 2020, increasing County Clerk expenditures by \$30,000.
- General Fund balance has been allocated for non- or rarely-recurring capital projects including: Remodeling to accommodate space needs \$2,900,000; building security \$650,000; energy efficiency improvements \$335,000; roof replacement \$300,000; and communication upgrades \$114,280.

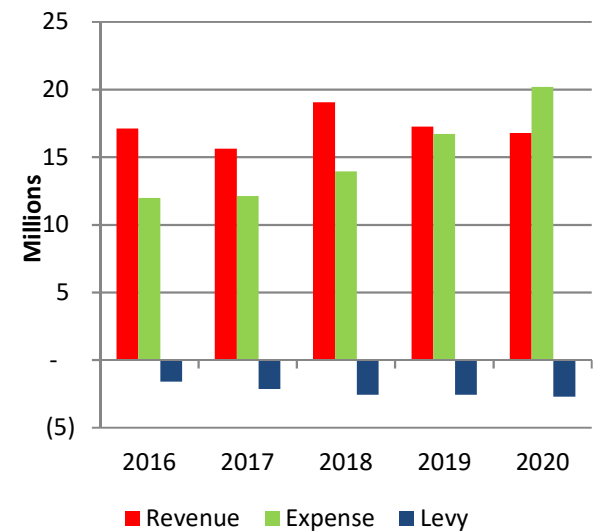
2020 Revenues by Category



2020 Expenses by Category



Revenue, Expense & Levy History



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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Placemaking and economic development

General Government - Cooperation

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 audit findings issued	Number of new and recurring audit findings is less than three	7/31/2020
More efficient and transparent recording and processing of timekeeping for employees	Timekeeping system implemented	Implementation of a timekeeping system for employee time that is accessible by all employees, easily exported to the payroll system, and provides accurate centralized reporting of time worked.	12/31/2020
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	12/31/2020
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	12/31/2020
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	12/31/2020
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	12/31/2021
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	12/31/2022

Program Evaluation

Program Title	Program Description	Mandates and References	2020 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	0.30	
			Use of Fund Balance			
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$38,862		
			Operating Expenses	\$7,713		
			TOTAL EXPENSES	\$46,575		
COUNTY LEVY	\$46,575					

Accounting Department

Category	Description	Wis Stats	Revenue	Expenses	FTE	Notes
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	\$500	2.25	Quantity and negative dollar impact of filing deadlines missed (payroll taxes, sales tax, real estate transfer tax)
			Use of Carryforward	\$0		
			TOTAL REVENUES	\$500		
			Wages & Benefits	\$209,323		
			Operating Expenses	\$100,330		
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	\$3,123	0.80	
			TOTAL REVENUES	\$3,123		
			Wages & Benefits	\$87,349		
			Operating Expenses	\$16,252		
			TOTAL EXPENSES	\$103,601		
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	0.70	Government Finance Officers Association Distinguished Budget Award received with "proficient" or "outstanding" ratings
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$84,824		
			Operating Expenses	\$6,750		
			TOTAL EXPENSES	\$91,574		
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	0.95	New audit findings reported in the management letter prepared by the County's external auditors Quantity of auditor-generated adjustments to financial statements
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$109,758		
			Operating Expenses	\$65,565		
Totals			TOTAL REVENUES	\$3,623	5.00	
			TOTAL EXPENSES	\$726,726		
			COUNTY LEVY	\$723,103		

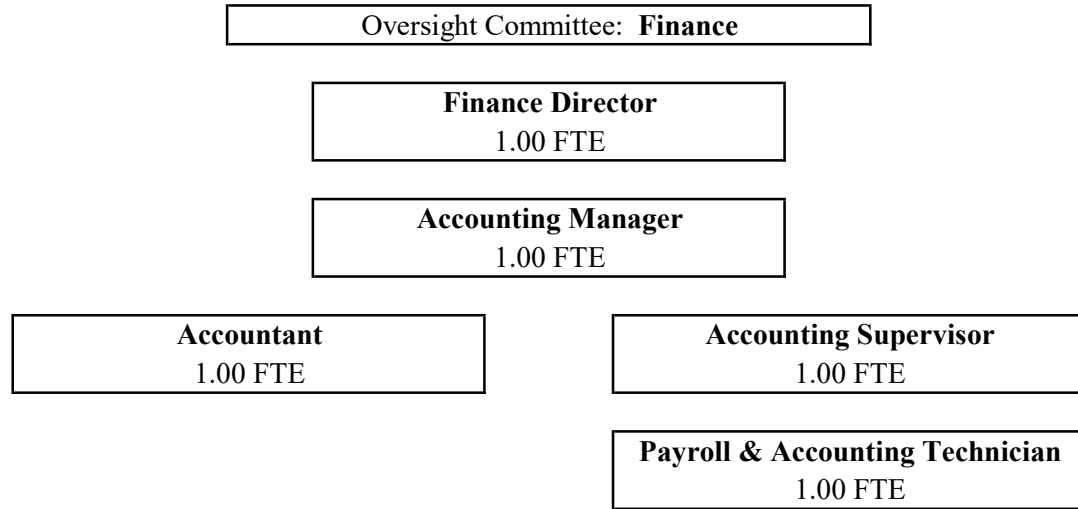
Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimate	2020 Budget
Accounts payable checks – Number issued, and checks as a percent of checks and direct deposits issued	8,976 100%	10,000 100%	11,000 94%
Accounts payable direct deposits – Number issued, and direct deposits as a percent of checks and direct deposits issued	0 0%	0 0%	660 6%
Payroll checks - Number issued, and checks as a percent of checks and direct deposits issued	355 2%	400 2%	400 2%
Direct deposit advices - Number issued, and direct deposits as a percent of checks and direct deposits issued	17,377 98%	18,000 99%	18,500 98%
W2's issued to employees	896	920	940

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

Description	What do the results mean?	2018 Actual	2019 Estimate	2020 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 2018 budget 79 of 81, or 98%	Yes, for 2019 budget 79 of 81, or 98%	Yes, for 2020 budget 80 of 81, or 99%
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 for 2017 audit	0 Findings for 2018 audit	0 Findings for 2019 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 2018 CAFR	Yes, for 2019 CAFR	Yes, for 2020 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 2018. Maintain Aa1 rating.	Rating affirmed July, 2019 at Aa1	No debt issued or refunded in 2020. 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	3, 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 2017 audit	0 for 2018 audit	0 for 2019 audit

Accounting



	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.50	0.00	0.50	0.00
FTE Balance	4.00	4.50	4.50	5.00	5.00

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
ACCOUNTING											
<u>Revenues</u>											
Tax Levy	542,884	584,562	700,404	708,695	708,695	723,103	14,408	2.03%	None	0	0
Intergovernmental	3,848	3,684	2,341	3,469	3,300	3,623	154	4.44%			
Use of Fund Balance	0	0	0	60,065	45,614	0	(60,065)	-100.00%	2020 Total	0	0
Total Revenues	546,732	588,246	702,745	772,229	757,609	726,726	(45,503)	-5.89%			
<u>Expenses</u>											
Labor	287,761	282,780	340,794	371,606	364,806	385,019	13,413	3.61%	2021	0	0
Labor Benefits	88,482	96,057	127,353	136,531	135,562	145,097	8,566	6.27%	2022	0	0
Supplies & Services	152,990	165,681	182,244	264,092	257,241	196,610	(67,482)	-25.55%	2023	0	0
Addition to Fund Balance	17,500	43,729	52,354	0	0	0	0	0.00%	2024	0	0
Total Expenses	546,732	588,246	702,745	772,229	757,609	726,726	(45,503)	-5.89%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

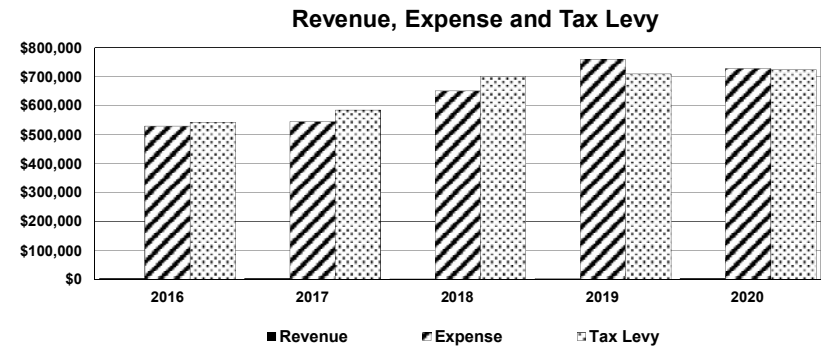
2020 Highlights & Issues on the Horizon

Hire a consultant to review the County's financial policies and practices for best practices and potential improvements.

The timekeeping system is also budgeted to become cloud-based, with the same benefits and impact. Also planned expansion of the timekeeping system allowing the County to track time more accurately and completely with standardized application of policies.

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.

Continued revision and expansion of national accounting standards to strengthen accountability, increase transparency, and enhance understandability.



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10007 ACCOUNTING REVENUE										
411100 GENERAL PROPERTY TAXES	-584,562	-584,562	-700,404	-700,404	100%	-354,347	-708,695	-708,695	-723,103	14,408
451100 ADMINISTRATIVE FEES	-900	-960	-1,000	-923	92%	-674	-500	-800	-500	0
474610 CSA CONTRACT	-2,757	-2,724	-2,921	-1,418	49%	-1,526	-2,969	-2,500	-3,123	154
493010 FUND BALANCE APPLIED	0	0	0	0	0%	0	-15,000	0	0	-15,000
493200 CONTINUING APPROP PRIOR YEAR	0	0	-16,000	0	0%	0	0	0	0	0
TOTAL ACCOUNTING REVENUE	-588,219	-588,246	-720,325	-702,745	98%	-356,548	-727,164	-711,995	-726,726	-438
10007150 ACCOUNTING										
511100 SALARIES PERMANENT REGULAR	310,098	281,420	350,041	339,374	97%	175,161	369,892	363,092	383,218	13,326
511200 SALARIES-PERMANENT-OVERTIME	318	0	165	0	0%	0	174	174	181	7
511900 LONGEVITY-FULL TIME	1,360	1,360	1,420	1,420	100%	0	1,540	1,540	1,620	80
514100 FICA & MEDICARE TAX	23,851	20,329	26,899	24,498	91%	12,476	28,428	27,908	29,454	1,026
514200 RETIREMENT-COUNTY SHARE	21,201	19,161	23,559	22,811	97%	11,473	24,340	23,895	25,989	1,649
514400 HEALTH INSURANCE COUNTY SHARE	67,642	56,317	79,494	75,849	95%	45,211	83,467	83,467	89,310	5,843
514500 LIFE INSURANCE COUNTY SHARE	96	91	104	107	103%	55	110	110	113	3
514600 WORKERS COMPENSATION	218	159	211	203	96%	88	186	182	231	45
514800 UNEMPLOYMENT	0	0	0	3,885	0%	0	0	0	0	0
520100 CONSULTANT AND CONTRACTUAL	0	3,459	0	0	0%	0	15,000	15,000	0	-15,000
520900 CONTRACTED SERVICES	80,900	77,415	74,290	65,445	88%	32,614	72,855	64,520	68,185	-4,670
522500 TELEPHONE	150	122	150	128	85%	72	150	150	150	0
531100 POSTAGE AND BOX RENT	600	575	625	624	100%	474	1,200	1,000	1,000	-200
531200 OFFICE SUPPLIES AND EXPENSE	4,300	3,984	4,300	4,310	100%	1,867	4,600	4,600	4,600	0
531300 PHOTO COPIES	300	200	300	307	102%	220	300	400	400	100
531500 FORMS AND PRINTING	400	406	500	484	97%	22	500	500	500	0
531800 MIS DEPARTMENT CHARGEBACKS	74,660	78,462	156,142	108,821	70%	123,213	122,297	168,974	119,850	-2,447
532200 SUBSCRIPTIONS	250	237	250	237	95%	0	250	250	250	0
532400 MEMBERSHIP DUES	475	447	475	447	94%	447	475	447	475	0
532500 SEMINARS AND REGISTRATIONS	500	0	500	690	138%	0	500	500	500	0
532600 ADVERTISING	200	144	200	95	48%	0	200	200	200	0
533200 MILEAGE	450	216	450	391	87%	90	450	450	450	0
533500 MEALS AND LODGING	250	15	250	266	106%	0	250	250	50	-200
TOTAL ACCOUNTING	588,219	544,517	720,325	650,392	90%	403,483	727,164	757,609	726,726	-438
TOTAL DEPARTMENT REVENUE	-588,219	-588,246	-720,325	-702,745	98%	-356,548	-727,164	-711,995	-726,726	-438
TOTAL DEPARTMENT EXPENSE	588,219	544,517	720,325	650,392	90%	403,483	727,164	757,609	726,726	-438
-ADDITION TO / USE OF FUND BALANCE	0	-43,729	0	-52,354		46,935	0	45,614	0	

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Placemaking and economic development

General Government - Broadband

General Government - Criminal Justice Coordinating Council and stepping up initiative

General Government - Energy savings and lower carbon footprint

General Government - Cooperation

Conservation, Development, Recreation, Culture, and Education - Groundwater study

Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update

Conservation, Development, Recreation, Culture, and Education - Great Sauk State Trail completion

Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land

Conservation, Development, Recreation, Culture, and Education - Comprehensive Outdoor Recreation Plan

Conservation, Development, Recreation, Culture, and Education - Solar Sauk County / more solar initiatives

Health and Human Services - Commitment to Health Care Center

Health and Human Services - Peer learning groups

Health and Human Services - Visiting nurses / home health care / isolated individuals

Health and Human Services - Medical assisted treatment program

Health and Human Services - Comprehensive community services

Public Works - Highway building

Public Works - Tri County Airport

Public Works - Improve highways/road maintenance

Public Works - Wi-Fi access (broadband)

Public Works - Great Sauk State Trail (bridge and trail)

Justice & Public Safety - Coroner's Office and budget

Justice & Public Safety - Emergency response and preparedness

Justice & Public Safety - Security for county buildings / employees

Justice & Public Safety - Diversion programs / alternatives to incarceration

Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry

Outside Issues - Affordable/low income housing

Outside Issues - Workforce development

Outside Issues - Transportation

Outside Issues - Communication - into and with the community

Outside Issues - Homelessness

Administrative Coordinator

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Implement strategies for improving communications interdepartmentally, between the board and departments, and between the County and its constituency.	1. Develop a communication strategy and provide regular updates. 2. Progress made on updating policies and procedures. 3. Programmatic review that leads to measurable outcomes. 4. Better understanding of policies and procedures by County Board and employees.	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.	12/31/20 and beyond
Development of performance measurements as a vital part of County operations	1. program review process piloted; 2. revised and updated goals and outcome measures to inform 2020 budget.	1. Develop a program review process for county programs, services, and functions. 2. Process improvement, including measuring outcomes.	12/31/20 and beyond

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 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) Administrative Practices: 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. Advise board on issues related to state and local government actions. Training, and development opportunities for Department Heads. 4) Coordinate and direct all administrative and management functions. 5) Assist/Advise County Board and represent and stand for County Board: 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	Grants	\$16,000	1.75	1. Budget process presents choices that are better and more clear.
			Misc Revenues			
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$16,000		
			Wages & Benefits	\$200,117		
			Operating Expenses	\$49,377		
			TOTAL EXPENSES	\$249,494		
COUNTY LEVY	\$233,494					
Totals			TOTAL REVENUES	\$16,000	1.75	
			TOTAL EXPENSES	\$249,494		
			COUNTY LEVY	\$233,494		

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Number of Department Head Meetings Held	12	12	12
Number of RLF awards processed	5	0	2

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Ratio of dollars loaned to dollars available in RLF	The money needs to be spent in the community to be successful	1:6.4	1:1.9	1:1.1
Investment dollars leveraged through RLF (RLF investment : Private investment)	Community investment is important for a project to succeed	1:5	1:5	1:5

Administrative Coordinator - Economic Development

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Economic Development - Assist with County Placemaking activities.	<ol style="list-style-type: none"> 1. Implement Place Plan strategies. 2. Review how federal, state and local funds are used, ensuring best practices 	<ol style="list-style-type: none"> 1. Promote existing resources to support businesses in the county. 2. Collaborate with internal/external stakeholders to identify workforce development programs. 3. Continue promoting the County using social media and other modes of communication 4. Work with units of local government to promote and facilitate opportunities to connect people to place and to each other. 5. Provide opportunities for all units of local government to participate in County led development initiatives 6. Continue providing support to other County departments for special projects 	12/31/2020 and beyond
Reduce levels of home burdened residents	<ol style="list-style-type: none"> 1. Develop a communication strategy and provide regular updates. 2. Review progress made on pilot projects. 3. Review participation rate of programs. 	<ol style="list-style-type: none"> 1. Promote existing housing programs offered through the County 2. Work with internal and external partners on identifying best uses for CDBG funds to support low-moderate income residents 3. Use housing as a lens to complete the Sauk County Comprehensive Plan 4. Continue to develop a housing pilot project focused on reducing the barriers to homeownership. 	12/31/2020 and beyond

Program Evaluation

Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
Economic and Community Development	Support county economic and community development initiatives. Help identify issues, study the issues, and recommend policies and programs that address the identified issues. Support the Sauk County Revolving Loan Fund (RLF) program, a flexible source of supplemental financing for businesses expanding or locating to Sauk County. This fund was created to enable businesses to grow, create jobs, and improve the local economy. The community development grant program focuses on driving the grassroots efforts that strengthen the social, environmental and economic framework of the County.		Use of Fund Balance	\$162,953	1.25	Leverage County grant funds with other sources
			Loan Repayment Principal & Interest	\$94,429		Support diverse range of community events
			TOTAL REVENUES	\$257,382		Promote Revolving Loan Fund Program
			Wages & Benefits	\$121,319		Distribute 100% of revolving loan funds
			Operating Expenses	\$300,940		Distribute 100% of CDBG housing rehabilitation funds
			TOTAL EXPENSES	\$422,259		Support diverse range of community events
			COUNTY LEVY	\$164,877		Receive funding for workforce housing development
Tri-County Airport	Sauk County is 49% owner of the Tri-County Airport, with Iowa and Richland Counties each having 25.5% ownership.		User Fees	\$0	-	
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$0		
			Operating Expenses	\$29,694		
			TOTAL EXPENSES	\$29,694		
COUNTY LEVY	\$29,694					
Non-Departmental Appropriations	Baraboo-Dells Airport \$4,100 Reedsburg Airport \$4,100 Sauk-Prairie Airport, Inc. \$4,100 Pink Lady Rail Transit Commission \$750 Sauk County Development Corporation \$50,000 Wisconsin River Rail Transit Commission \$30,000		User Fees	\$0	-	
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$0		
			Operating Expenses	\$93,050		
			TOTAL EXPENSES	\$93,050		
COUNTY LEVY	\$93,050					
Totals			TOTAL REVENUES	\$257,382	1.25	
			TOTAL EXPENSES	\$545,003		
			COUNTY LEVY	\$287,621		

Administrative Coordinator - Economic Development

Output Measures - How much are we doing?				
Description		2018 Actual	2019 Estimate	2020 Budget
Number of Community Development Grants approved		n/a	15	10
Dollars leveraged through Community Development Grants (County investment : Private investment)		n/a	1:35	1:25
Number of housing developments		n/a	8 units	30 units
Streetscaping/Public space projects		n/a	3 Projects	5 Projects
Number of Revolving Loan Fund applications		3	0	10 Applications
Number of Revolving Loan Fund loans		1	0	3 Funded businesses
Number of CDBG housing rehab loans		2	16	24 Homes
Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Leverage County grant funds with other sources	Requiring community financial support increases collaboration and probability of program success	n/a	\$4,000,000	\$1,000,000
Support diverse range of community events	Increasing the frequency and diversity of community events will draw more tourists to Sauk County, resulting in more money spent locally	n/a	\$3,250,000	\$250,000
Promote Revolving Loan Fund Program	Attracting a larger number of applicants will encourage competition, leading to higher quality projects	3	n/a	10 Applicants
Distribute 100% of revolving loan funds	Maximize the distribution of funds to support business expansion and living wages	\$296,000	\$0	\$150,000
Distribute 100% of CDBG housing rehabilitation funds	Maximize the distribution of regional housing funds to support the rehabilitation of housing units for LMI and Senior residents	\$35,000	\$368,600	\$500,000
Receive funding for workforce housing development	Receiving grant funds for workforce housing will help to offset development costs and result in increased number of available units	n/a	n/a	\$250,000

Administrative Coordinator

Oversight Committee: **Executive & Legislative**

Administrative Coordinator
1.00 FTE

Sauk County
Department Heads

Administrative Specialist
1.00 FTE

Community Liaison / Placemaking
1.00 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	-1.00	0.00	1.30	0.20	0.00
FTE Balance	1.50	1.50	2.80	3.00	3.00

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
ADMINISTRATIVE COORDINATOR											
<u>Revenues</u>											
Tax Levy	195,864	242,588	230,373	261,027	261,027	521,115	260,088	99.64%	None	0	0
Grants & Aids	0	0	0	12,000	12,000	16,000	4,000	33.33%			
Intergovernmental	1,476	0	2,064	0	1,032	0	0	0.00%	2020 Total	0	0
Interest	0	0	0	0	0	39,945	39,945	0.00%			
Miscellaneous	0	0	0	0	0	54,484	54,484	0.00%	2021	0	0
Use of Fund Balance	4,529	0	62,173	143,623	141,436	162,953	19,330	13.46%	2022	0	0
									2023	0	0
									2024	0	0
Total Revenues	201,869	242,588	294,610	416,650	415,495	794,497	377,847	90.69%			
<u>Expenses</u>											
Labor	139,828	239,472	196,924	221,891	230,728	242,840	20,949	9.44%			
Labor Benefits	37,255	45,741	61,201	67,553	76,017	78,596	11,043	16.35%			
Supplies & Services	24,786	15,053	36,484	127,206	108,750	473,061	345,855	271.89%			
Addition to Fund Balance	0	(57,678)	0	0	0	0	0	0.00%			
Total Expenses	201,869	242,588	294,610	416,650	415,495	794,497	377,847	90.69%			

Beginning of Year Fund Balance
End of Year Fund Balance

Included in General Fund Total

2020 Highlights & Issues on the Horizon

Community Liaison becomes county tax levy funded plus added money for staff development and community activities.

Addition of County Funded Revolving Loan Fund (RLF) Program. \$100,000 has been allotted from fund balance to cover the new RLF. This should be repaid in 2025. \$94,469 is anticipated to be added to the fund from 2020 loan repayments.

The Tourism and Young professional Grants are continuing.

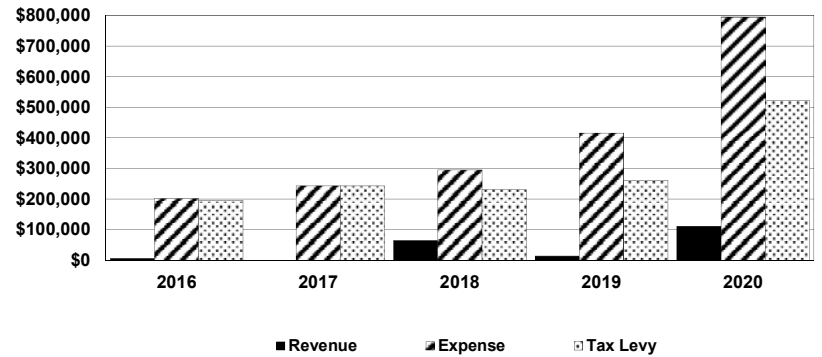
Transfer outside agencies from General Non-Departmental to Administrative Coordinator budget.

Programmatic review and process analysis will be a priority moving forward. The cost of doing the County's business will continue to increase more than the increase in levy limits.

Includes Budgeted Ownership and Outside Agency Requests:

- Baraboo-Dells Airport \$4,100
- Reedsburg Airport \$4,100
- Sauk County Development Corporation \$50,000
- Sauk-Prairie Airport, Inc. \$4,100
- Tri-County Airport \$29,694

**Revenue, Expense and Tax Levy
Five Year Trend**



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ADMINISTRATIVE COORDINATOR	Adopted Budget	Actual	Adopted Budget	Actual	% Used	6 Months Actual	Adopted Budget	Estimated	Adopted To 2020	2019 Adopted To 2020
10024 ADMINISTRATIVE COORDINATOR										
411100 GENERAL PROPERTY TAXES	-242,588	-242,588	-230,373	-230,373	100%	-130,514	-261,027	-261,027	-521,115	260,088
422160 HO-CHUNK GAMING GRANT	0	0	0	0	0%	-12,000	0	-12,000	-16,000	16,000
472490 LOCAL GOVT/AGENCY PAYMENTS	0	0	0	-2,064	0%	-1,032	0	-1,032	0	0
481420 INTEREST ON LOAN PAYMENTS	0	0	0	0	0%	0	0	0	-39,945	39,945
481500 PRINCIPAL REPAYMENTS	0	0	0	0	0%	0	0	0	-54,484	54,484
493010 FUND BALANCE APPLIED	-5,000	0	-89,264	0	0%	0	-50,000	0	-100,000	50,000
493200 CONTINUING APPROP PRIOR YEAR	0	0	0	0	0%	0	-96,644	0	-62,953	-33,691
TOTAL ADMINISTRATIVE COORDINATOR	-247,588	-242,588	-319,637	-232,437	73%	-143,545	-407,671	-274,059	-794,497	386,826
10024142 ADMINISTRATIVE COORDINATOR										
511100 SALARIES PERMANENT REGULAR	159,600	239,472	213,709	196,924	92%	115,364	234,285	230,728	155,422	-78,863
511900 LONGEVITY-FULL TIME	0	0	0	0	0%	0	0	0	198	198
514100 FICA & MEDICARE TAX	12,209	17,883	16,349	14,304	87%	8,410	17,923	16,820	11,905	-6,018
514200 RETIREMENT-COUNTY SHARE	10,853	8,410	14,318	13,181	92%	7,556	15,346	15,112	10,504	-4,842
514400 HEALTH INSURANCE COUNTY SHARE	22,547	19,363	44,516	29,176	66%	21,589	33,387	43,178	21,961	-11,426
514500 LIFE INSURANCE COUNTY SHARE	67	19	37	33	90%	20	27	37	35	8
514600 WORKERS COMPENSATION	112	67	776	623	80%	428	870	870	93	-777
514800 UNEMPLOYMENT	0	0	0	3,885	0%	0	0	0	0	0
520100 CONSULTANT AND CONTRACTUAL	0	0	0	320	0%	0	2,264	0	0	-2,264
521313 ECONOMIC DEVELOPMENT	30,000	5,754	20,000	20,873	104%	1,222	0	3,373	0	0
521314 COMMUNITY DEVELOPMENT GRANTS	0	0	0	0	0%	22,233	40,000	52,233	0	-40,000
521315 YOUNG PROFESSIONALS	0	0	0	0	0%	2,500	25,000	7,500	0	-25,000
521316 TOURISM	0	0	0	0	0%	14,750	25,000	14,750	0	-25,000
522500 TELEPHONE	540	521	540	965	179%	647	850	850	750	-100
531100 POSTAGE AND BOX RENT	240	82	150	145	97%	39	75	150	75	0
531200 OFFICE SUPPLIES AND EXPENSE	5,550	876	500	1,048	210%	401	500	500	1,000	500
531800 MIS DEPARTMENT CHARGEBACKS	2,352	2,738	3,142	5,234	167%	2,951	3,044	3,044	2,102	-942
532200 SUBSCRIPTIONS	0	0	0	37	0%	0	50	0	0	-50
532400 MEMBERSHIP DUES	1,218	1,955	1,800	1,463	81%	1,298	2,500	1,800	2,500	0
532500 SEMINARS AND REGISTRATIONS	800	2,054	1,800	4,540	252%	4,204	4,000	10,000	4,500	500
532801 STAFF DEVELOPMENT	0	0	0	0	0%	0	0	0	15,000	15,000
533030 COMMUNITY EVENTS	0	0	0	0	0%	0	0	12,000	21,000	21,000
533200 MILEAGE	1,000	1,072	1,500	1,571	105%	802	1,750	1,750	1,450	-300
533500 MEALS AND LODGING	500	0	500	289	58%	27	800	800	1,000	200
TOTAL ADMINISTRATIVE COORDINATOR	247,588	300,266	319,637	294,610	92%	204,443	407,671	415,495	249,495	-158,176
10024684 ECONOMIC DEVELOPMENT										
511100 SALARIES PERMANENT REGULAR	0	0	0	0	0%	0	0	0	87,198	87,198
511900 LONGEVITY-FULL TIME	0	0	0	0	0%	0	0	0	22	22

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ADMINISTRATIVE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
COORDINATOR	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10024684 ECONOMIC DEVELOPMENT										
514100 FICA & MEDICARE TAX	0	0	0	0	0%	0	0	0	6,672	6,672
514200 RETIREMENT-COUNTY SHARE	0	0	0	0	0%	0	0	0	5,887	5,887
514400 HEALTH INSURANCE COUNTY SHARE	0	0	0	0	0%	0	0	0	20,686	20,686
514500 LIFE INSURANCE COUNTY SHARE	0	0	0	0	0%	0	0	0	13	13
514600 WORKERS COMPENSATION	0	0	0	0	0%	0	0	0	840	840
521314 COMMUNITY DEVELOPMENT GRANTS	0	0	0	0	0%	0	0	0	40,000	40,000
522500 TELEPHONE	0	0	0	0	0%	0	0	0	750	750
526100 NON-DEPARTMENT APPROPRIATION	0	0	0	0	0%	0	0	0	122,744	122,744
526300 LOANS ISSUED TO PARTICIPANTS	0	0	0	0	0%	0	0	0	257,382	257,382
531100 POSTAGE AND BOX RENT	0	0	0	0	0%	0	0	0	25	25
531200 OFFICE SUPPLIES AND EXPENSE	0	0	0	0	0%	0	0	0	200	200
531800 MIS DEPARTMENT CHARGEBACKS	0	0	0	0	0%	0	0	0	1,658	1,658
532500 SEMINARS AND REGISTRATIONS	0	0	0	0	0%	0	0	0	500	500
533200 MILEAGE	0	0	0	0	0%	0	0	0	300	300
533500 MEALS AND LODGING	0	0	0	0	0%	0	0	0	125	125
TOTAL ECONOMIC DEVELOPMENT	0	0	0	0	0%	0	0	0	545,002	545,002
TOTAL DEPARTMENT REVENUE	-247,588	-242,588	-319,637	-232,437	73%	-143,545	-407,671	-274,059	-794,497	386,826
TOTAL DEPARTMENT EXPENSE	247,588	300,266	319,637	294,610	92%	204,443	407,671	415,495	794,497	386,826
-ADDITION TO / USE OF FUND BALANCE	0	57,678	0	62,173		60,898	0	141,436	0	

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
Energy savings / lower carbon footprint
Broadband
Cooperation
Emergency response/preparedness
Security in buildings and for employees

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.	12/31/2020
Upkeep of Facilities 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.	12/31/2020
Mail - Maintain cost effective services	Monitoring overall costs of postal services.	Continue to implement any changes that will keep our usage at minimal levels.	12/31/2020
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.	12/31/2020
Utilities - Effectively manage facility usage	Implementation/Tracking 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.	12/31/2020
Utilities - Changes to Exterior lighting of Facility	All Exterior lighting at the facility will be changed from HID to LED	All parking lot and Exterior wall packs will be converted to LED from their current HID.	12/31/2020
Energy Efficiency- Install 6 electric car charging stations	Install (6) stations charging stations at facilities to be determined	Install the (6) charging stations near the facilities parking areas along with a pay for charging system.	12/31/2020
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.	12/31/2020
Utilities-Compare Kilowatt Hours (KWH) of electrical consumption where major energy efficient measures have been implemented Comparisons as a measurable goal	Compare KWH consumption of peak demand compared to previous years	Reduction of Peak demand KWH where major energy efficiencies have been implemented (LEC Solar, BAS demand controls)	12/31/2020

Program Evaluation

Program Title	Program Description	Mandates and References	2020 Budget	FTE's	Key Outcome Indicator(s)	
Mail	Shipping, receiving and postal duties for the County facilities		User Fees	\$47,964	0.55	
			TOTAL REVENUES	\$47,964		
			Wages & Benefits	\$34,122		
			Operating Expenses	\$15,066		
			TOTAL EXPENSES	\$49,188		
			COUNTY LEVY	\$1,224		
Utilities & Energy Efficiency	Oversight of approximately 425,030 square feet utilities, including energy efficiency measures		Operating Expenses	\$633,821	0.45	
			TOTAL EXPENSES	\$633,821		
			COUNTY LEVY	\$633,821		
Maintenance	Oversight of maintenance and care of all county facilities and properties, including approximately 425,030 square feet of building space		User Fees	\$213,374	7.35	Work orders and Maintenance cost per square foot
				\$0		
			TOTAL REVENUES	\$213,374		
			Wages & Benefits	\$584,009		
			Operating Expenses	\$682,705		
			TOTAL EXPENSES	\$1,266,714		
			COUNTY LEVY	\$1,053,340		

Building Services

Communications	Maintain phone infrastructure including all phone/data wiring for all facilities and the 9-1-1 System. Maintain Fiber optic network, communications infrastructure and all associated equipment and towers.	Wis Stat § 59.28	User Fees	\$500	1.15	Communication systems (phones, radios, fiber) run at peak efficiency, short or no outages on network.	
			Rent	\$267,500			
			Use of Fund Balance	\$0			
			TOTAL REVENUES	\$268,000			
			Wages & Benefits	\$125,553			
			Operating Expenses	\$176,304			
TOTAL EXPENSES	\$301,857						
			COUNTY LEVY	\$33,857			
Outlay	Elevator Upgrades (Annex Elevator - Court holding) - Carryforward funds Tuck pointing / Caulking of Facilities - \$10,000 carryforward and \$30,000 levy Space Needs Implementation/Remodel - 400,000 will be carryforward from 2019 budget, 2,500,000 general fund balance West Square Roof Replacement - Levy Implement Energy Cost Saving Measures - \$110,000 carryforward and \$225,000 general fund balance Communications Infrastructure Upgrades - \$114,280 carryforward and \$302,770 levy Dispatch Center Radio Console Replacement - \$90,000 carried forward and \$30,000 levy Courtroom Video Arraignment upgrade-Fund balance Building Security Improvements - \$150,000 carryforward and \$500,000 general fund balance LEC Camera Replacement - 100,000 Carryforward and 50,000 new from General fund balance LEC Kitchen Equipment Replacement - \$100,000 carryforward will lapse @end of 2019 and \$60,000 will be carryforward LEC Carpet Replacement - Carryforward funds Furnace Replacement-Humane Society and Sheltered Workshop - \$13,000 carryforward Spring Green Area Broadband expansion- Fund balance Animal Shelter design work- Fund balance Communications Tech vehicle replacement- Levy		\$110,000	Grants	\$0	9.50	
			\$40,000	Use of Fund Balance	\$4,962,780		
			\$2,900,000				
			\$300,000	TOTAL REVENUES	\$4,962,780		
			\$335,000	Wages & Benefits	\$0		
			\$467,050	Operating Expenses	\$5,262,950		
			\$120,000	TOTAL EXPENSES	\$5,262,850		
			\$50,000				
			\$650,000	COUNTY LEVY	\$300,070		
			\$170,000				
			\$60,000				
			\$90,500				
			\$13,000				
\$40,000							
\$30,000							
\$35,000							
Totals			TOTAL REVENUES	\$5,492,118			
			TOTAL EXPENSES	\$7,514,430			
			COUNTY LEVY	\$2,022,312			

Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimate	2020 Budget
Work Orders - Facilities in good working order, issues address quickly and efficiently. No issues with compliance.	1837 Work Orders	1900 Work Orders	1950 Work Orders
Number of pieces of mail processed	148,675	150,000	150,000
Square feet maintained	425,030	425,030	425,030
Energy efficiency projects completed	LED Lighting, WS Controls, and Chiller panel upgrade	LEC, HSR, WS Exterior LED Lighting, HCC, LEC, WS EE upgrades, Huber Boiler upgrade & Controls, Solar @HCC & LEC	CH & HSR HVAC controls and equipment upgrade corresponding with Space Needs upgrades, continue lighting upgrades in all facilities, LEC boiler upgrade, LEC Mini-split AC unit upgrades
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 Narrow banding corrections	700 work orders, 5 fiber lease, 11 tower leases, complete narrow banding 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?	2018 Actual	2019 Estimate	2020 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	\$4.12	\$4.00	\$4.68
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	Minor outages for maintenance on fiber, one fiber lease added and Three tower lease added	Ideally no outages. Still have space to lease on both towers and fiber

Building Services

Oversight Committee: **Property**

Facilities Director
1.00 FTE

Assistant Facilities Director
1.00 FTE

Program Coordinator
0.50 FTE *

Building Manager
2.00 FTE

Communications Technician
1.00 FTE

Building Maintenance Technician
4.00 FTE

* Shared position with the Management Information Systems Department

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	-0.44	-0.83	0.00	0.50	-0.50
FTE Balance	10.33	9.50	9.50	10.00	9.50

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact	
BUILDING SERVICES												
<u>Revenues</u>												
Tax Levy	2,500,508	2,256,404	2,626,213	2,165,603	2,165,603	2,022,312	(143,291)	-6.62%	Courtroom Sound and Video upgrade	50,000	0	
User Fees	25,327	25,763	6,656	9,000	9,000	9,000	0	0.00%	Implement Energy Cost Saving Measures	335,000	0	
Intergovernmental	46,076	44,215	44,378	48,255	47,755	48,463	208	0.43%	Elevator Upgrades - Courthouse	110,000	0	
Rent	293,849	344,696	414,002	326,000	139,000	471,374	145,374	44.59%	Tuck-pointing & Caulking of Facilities	40,000	30,000	
Miscellaneous	1,508	9,524	10,157	500	500	500	0	0.00%	Space Needs Study/Implementation	2,900,000	0	
Use of Fund Balance	313,729	5,791	129,269	3,032,456	1,254,718	4,962,780	1,930,324	63.66%	Replace Roofs on West Sq., Courthouse,	300,000	0	
									Building Security	650,000	0	
									Leased Facility Furnace Replacement	13,000	0	
									Design work at animal shelter	30,000	0	
Total Revenues	3,180,997	2,686,394	3,230,676	5,581,814	3,616,576	7,514,429	1,932,615	34.62%	Communications Infrastructure Upgrades	155,070	155,070	
<u>Expenses</u>												
Labor	581,394	488,822	527,059	585,771	585,771	580,547	(5,224)	-0.89%	Communications Upgrades	164,280	50,000	
Labor Benefits	174,742	165,682	176,517	208,488	208,488	207,864	(624)	-0.30%	Spring Green Area Fiber Expansion	40,000	0	
Supplies & Services	1,823,659	1,277,136	1,354,271	1,565,663	1,493,923	1,463,168	(102,495)	-6.55%	Sheriff Radio Replacement	120,000	30,000	
Capital Outlay	601,202	754,754	1,172,829	3,221,892	1,328,394	5,262,850	2,040,958	63.35%	Vehicle for Communications Technician	35,000	35,000	
Addition to Fund Balance	0	0	0	0	0	0	0	0.00%	LEC Carpet Replacement	90,500	0	
									LEC Kitchen Equipment Replacement	60,000	0	
									LEC Camera Upgrades	170,000	0	
Total Expenses	3,180,997	2,686,394	3,230,676	5,581,814	3,616,576	7,514,429	1,932,615	34.62%	2020 Total	5,262,850	300,070	
Beginning of Year Fund Balance									Included in General Fund Total	2021	3,310,000	910,000
End of Year Fund Balance										2022	3,185,000	410,000
										2023	770,000	770,000
										2024	300,000	300,000

2020 Highlights & Issues on the Horizon

Continue to promote the towers/ fiber generating additional co-locators/lessees to increase revenues.

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

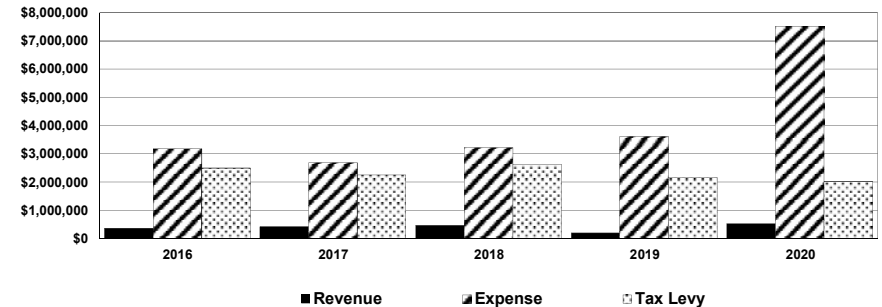
Continuation of funding for communications system upgrades, fiber system upgrades and radio console replacement. Begin implementation of space needs assessment, and continue implementation all facility security upgrades.

2020 Budgeted capital outlay projects equal \$5.3 million, an increase of \$2.1 million compared to 2019. A large part of the outlay increase is due to the space needs implementation/remodel of facilities at \$2.5 million. Funding is a \$2.0 million increased use of general fund balance and carryforward and a \$10,070 increase of levy funding.

Remove 2019 budgeted addition of half-time building Maintenance Technician, \$24,493.

Design additional space for the Sauk County Animal Shelter \$30,000.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: BUILDING SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10017 BUILDING SERVICES REVENUE										
411100 GENERAL PROPERTY TAXES	-2,256,404	-2,256,404	-2,626,213	-2,626,213	100%	-1,082,801	-2,165,603	-2,165,603	-2,022,312	-143,291
452050 TELEPHONE REBATES	0	-17,836	0	0	0%	0	0	0	0	0
472490 LOCAL GOVT/AGENCY PAYMENTS	-500	0	-500	0	0%	0	-500	0	-500	0
474010 DEPARTMENTAL CHARGES	-44,245	-44,215	-45,500	-44,378	98%	-20,899	-47,755	-47,755	-47,963	208
482100 RENT OF COUNTY BUILDINGS	-63,000	-68,889	-64,000	-55,572	87%	-1,171	-64,000	-64,000	-203,874	139,874
482470 RENT/LEASE - TOWER SPACE	-127,100	-151,052	-121,400	-222,868	184%	-132,230	-171,000	-166,000	-175,500	4,500
482480 RENT/LEASE - FIBER OPTICS	-75,000	-124,755	-90,000	-135,563	151%	-71,410	-91,000	91,000	-92,000	1,000
483700 VENDING MACHINE SALES	-10,000	-7,928	-10,000	-6,656	67%	-2,943	-9,000	-9,000	-9,000	0
484160 MISCELLANEOUS REVENUES	-500	-914	-500	-4,169	834%	-836	-500	-500	-500	0
484175 FOCUS ON ENERGY	0	-8,610	0	-5,988	0%	-148,201	0	0	0	0
493010 FUND BALANCE APPLIED	-850,000	0	-497,000	0	0%	0	-1,696,000	0	-3,715,000	2,019,000
493200 CONTINUING APPROP PRIOR YEAR	0	0	-180,200	0	0%	0	-725,205	0	-1,247,780	522,575
TOTAL BUILDING SERVICES REVENUE	-3,426,749	-2,680,603	-3,635,313	-3,101,407	85%	-1,460,491	-4,970,563	-2,361,858	-7,514,429	2,543,866
10017110 BLDG SRVCS ADMINISTRATION										
511100 SALARIES PERMANENT REGULAR	98,099	100,027	104,586	104,670	100%	57,072	180,096	180,096	183,314	3,218
511900 LONGEVITY-FULL TIME	0	0	120	90	75%	0	120	120	230	110
514100 FICA & MEDICARE TAX	7,505	7,146	8,010	7,402	92%	4,049	13,786	13,786	14,041	255
514200 RETIREMENT-COUNTY SHARE	6,671	6,812	7,015	7,057	101%	3,762	11,804	11,804	12,389	585
514400 HEALTH INSURANCE COUNTY SHARE	15,031	15,104	15,899	15,965	100%	9,738	33,387	33,387	35,724	2,337
514500 LIFE INSURANCE COUNTY SHARE	15	16	16	17	106%	9	30	30	24	-6
514600 WORKERS COMPENSATION	1,217	1,004	1,194	1,205	101%	695	2,181	2,181	2,258	77
519300 VEHICLE ALLOWANCE	0	1,389	0	724	0%	0	0	0	0	0
520100 CONSULTANT AND CONTRACTUAL	0	0	0	0	0%	33,814	100,000	0	0	-100,000
522500 TELEPHONE	3,000	2,589	3,000	3,960	132%	1,675	3,000	3,000	3,100	100
525010 RENOVATION/REFURBISHMENT	75,000	38,303	84,000	60,399	72%	40,299	50,000	50,000	50,000	0
525011 BUILDING SECURITY	25,000	8,136	40,000	10,005	25%	4,415	25,000	25,000	25,000	0
531100 POSTAGE AND BOX RENT	330	39	330	58	17%	14	330	330	335	5
531200 OFFICE SUPPLIES AND EXPENSE	500	492	750	617	82%	107	600	600	600	0
531800 MIS DEPARTMENT CHARGEBACKS	4,646	6,679	8,344	40,921	490%	2,066	3,075	3,075	3,276	201
532200 SUBSCRIPTIONS	200	0	100	0	0%	0	100	100	100	0
532400 MEMBERSHIP DUES	100	0	100	0	0%	0	100	100	100	0
532800 TRAINING AND INSERVICE	1,500	1,450	1,500	1,515	101%	240	2,000	2,000	2,000	0
533100 VEHICLE EXPENSES	0	460	3,000	1,951	65%	719	3,000	3,000	3,000	0
533200 MILEAGE	300	232	200	0	0%	0	200	200	200	0
533500 MEALS AND LODGING	200	53	200	0	0%	0	200	200	200	0
581900 CAPITAL OUTLAY	705,000	246,213	546,000	303,086	56%	154,448	1,671,963	350,000	4,428,000	2,756,037
TOTAL BLDG SRVCS ADMINISTRATION	944,314	436,144	824,364	559,641	68%	313,121	2,100,972	679,009	4,763,891	2,662,919

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: BUILDING SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10017162 HS SERV/RDBGS/6TH STR										
520900 CONTRACTED SERVICES	11,000	7,614	11,000	13,640	124%	14,316	35,000	35,000	30,000	-5,000
522900 UTILITIES	21,500	21,186	21,500	23,725	110%	9,024	21,000	21,000	21,500	500
523000 TRADE SERVICES	2,000	0	1,500	0	0%	0	1,500	1,500	1,500	0
531400 SMALL EQUIPMENT	250	0	250	184	74%	0	250	250	250	0
531800 MIS DEPARTMENT CHARGEBACKS	762	762	800	800	100%	-378	793	793	1,424	631
533100 VEHICLE EXPENSES	3,000	1,504	2,500	4,159	166%	162	2,500	2,500	2,500	0
534000 OPERATING/MEETING SUPPLIES	5,000	4,415	5,000	6,701	134%	3,886	5,000	5,000	6,000	1,000
551000 INSURANCE	1,200	1,351	1,320	1,486	113%	1,519	1,360	1,360	1,560	200
TOTAL HS SERV/RDBGS/6TH STR	44,712	36,832	43,870	50,694	116%	28,528	67,403	67,403	64,734	-2,669
10017163 HS-SHELTERED WORKSHOP										
523000 TRADE SERVICES	3,000	817	3,000	165	6%	375	3,000	3,000	3,000	0
534000 OPERATING/MEETING SUPPLIES	0	296	0	1,748	0%	0	500	500	500	0
551000 INSURANCE	2,300	2,801	2,530	3,085	122%	3,146	2,885	2,885	3,255	370
TOTAL HS-SHELTERED WORKSHOP	5,300	3,914	5,530	4,998	90%	3,521	6,385	6,385	6,755	370
10017180 POSTAGE METERING										
511100 SALARIES PERMANENT REGULAR	22,442	22,486	23,328	23,328	100%	12,094	24,475	24,475	25,448	973
511200 SALARIES-PERMANENT-OVERTIME	501	0	519	0	0%	0	544	544	564	20
511900 LONGEVITY-FULL TIME	165	165	176	176	100%	0	187	187	198	11
514100 FICA & MEDICARE TAX	1,768	1,688	1,838	1,740	95%	898	1,928	1,928	2,005	77
514200 RETIREMENT-COUNTY SHARE	1,571	1,539	1,610	1,573	98%	792	1,651	1,651	1,769	118
514400 HEALTH INSURANCE COUNTY SHARE	3,204	3,228	3,389	3,404	100%	1,928	3,559	3,559	3,807	248
514500 LIFE INSURANCE COUNTY SHARE	6	6	6	7	110%	3	7	7	7	0
514600 WORKERS COMPENSATION	287	227	274	269	98%	146	305	305	322	17
520900 CONTRACTED SERVICES	8,000	8,460	8,000	7,650	96%	3,134	8,000	8,000	8,000	0
524800 MAINTENANCE AGREEMENT	1,000	243	1,000	324	32%	162	1,000	1,000	1,000	0
531100 POSTAGE AND BOX RENT	2,000	1,280	2,000	2,620	131%	0	2,000	2,000	2,000	0
531800 MIS DEPARTMENT CHARGEBACKS	501	501	560	560	100%	-175	599	599	566	-33
534000 OPERATING/MEETING SUPPLIES	2,800	3,631	2,800	2,728	97%	2,595	3,500	3,500	3,500	0
TOTAL POSTAGE METERING	44,245	43,454	45,500	44,378	98%	21,578	47,755	47,755	49,186	1,431
10017182 GENERAL COUNTY BUILDINGS										
511100 SALARIES PERMANENT REGULAR	185,646	186,060	185,163	200,634	108%	108,090	151,030	151,030	166,172	15,142
511200 SALARIES-PERMANENT-OVERTIME	2,882	536	3,013	945	31%	0	2,194	2,194	2,255	61
511900 LONGEVITY-FULL TIME	555	495	624	589	94%	0	493	493	522	29
512100 WAGES-PART TIME	0	0	0	10,837	0%	1,028	21,350	21,350	0	-21,350
512200 WAGES-PART TIME-OVERTIME	0	0	0	218	0%	0	950	950	0	-950
512900 LONGEVITY-PART TIME	0	0	0	0	0%	0	200	200	0	-200

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: BUILDING SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10017182 GENERAL COUNTY BUILDINGS										
514100 FICA & MEDICARE TAX	14,465	13,790	14,444	15,488	107%	7,863	13,481	13,481	12,925	-556
514200 RETIREMENT-COUNTY SHARE	12,858	12,678	12,650	12,604	100%	7,070	10,068	10,068	11,404	1,336
514400 HEALTH INSURANCE COUNTY SHARE	47,715	46,586	46,495	50,679	109%	30,974	48,818	48,818	45,762	-3,056
514500 LIFE INSURANCE COUNTY SHARE	41	36	35	43	124%	26	45	45	48	3
514600 WORKERS COMPENSATION	2,344	1,873	2,153	2,437	113%	1,319	2,132	2,132	2,078	-54
520900 CONTRACTED SERVICES	200,000	175,338	200,000	165,531	83%	107,829	198,000	198,000	198,000	0
522900 UTILITIES	211,500	216,929	214,100	219,651	103%	93,860	212,675	212,775	218,500	5,825
523000 TRADE SERVICES	8,000	3,625	7,500	1,575	21%	600	7,500	7,500	6,500	-1,000
525100 VENDING MACHINES	9,500	6,022	8,500	6,788	80%	3,339	9,000	9,000	8,500	-500
531100 POSTAGE AND BOX RENT	100	0	100	57	57%	40	100	100	100	0
531400 SMALL EQUIPMENT	2,000	213	2,000	1,546	77%	412	2,000	2,000	2,000	0
531800 MIS DEPARTMENT CHARGEBACKS	1,002	1,002	1,413	3,146	223%	341	3,023	3,023	1,521	-1,502
533100 VEHICLE EXPENSES	3,000	3,520	2,500	647	26%	448	2,500	2,500	2,250	-250
534000 OPERATING/MEETING SUPPLIES	80,000	63,198	80,000	49,845	62%	38,081	80,000	80,000	80,000	0
551000 INSURANCE	25,000	24,422	27,500	26,398	96%	28,092	35,123	30,000	29,000	-6,123
TOTAL GENERAL COUNTY BUILDINGS	806,608	756,322	808,190	769,658	95%	429,410	800,682	795,659	787,537	-13,145
10017184 COMMUNICATIONS SYSTEM										
511100 SALARIES PERMANENT REGULAR	79,077	79,192	91,078	82,117	90%	42,536	95,762	95,762	89,230	-6,532
511900 LONGEVITY-FULL TIME	280	280	300	300	100%	0	320	320	340	20
514100 FICA & MEDICARE TAX	6,071	5,955	6,990	6,187	89%	3,191	7,350	7,350	6,852	-498
514200 RETIREMENT-COUNTY SHARE	5,396	5,419	6,122	5,565	91%	2,788	6,293	6,293	6,046	-247
514400 HEALTH INSURANCE COUNTY SHARE	5,826	5,854	10,137	6,188	61%	3,505	10,644	10,644	6,923	-3,721
514600 WORKERS COMPENSATION	984	798	1,041	950	91%	519	1,163	1,163	1,102	-61
520900 CONTRACTED SERVICES	30,000	19,347	30,000	35,173	117%	26,240	32,000	32,000	32,000	0
522500 TELEPHONE	5,300	6,905	5,300	4,659	88%	2,158	5,550	5,400	5,400	-150
522900 UTILITIES	60,650	61,770	56,450	65,176	115%	21,789	57,700	57,400	62,100	4,400
523000 TRADE SERVICES	10,000	5,274	10,000	571	6%	264	10,000	10,000	8,500	-1,500
524800 MAINTENANCE AGREEMENT	0	24,652	23,000	0	0%	22,657	23,000	23,000	23,000	0
531100 POSTAGE AND BOX RENT	2,500	1,418	2,000	1,037	52%	360	2,000	2,000	2,000	0
531200 OFFICE SUPPLIES AND EXPENSE	500	57	500	0	0%	0	500	500	500	0
531400 SMALL EQUIPMENT	30,000	23,149	30,000	25,228	84%	16,970	30,000	30,000	30,000	0
531800 MIS DEPARTMENT CHARGEBACKS	531	531	1,355	-545	-40%	237	1,423	1,423	1,144	-279
532800 TRAINING AND INSERVICE	2,000	0	2,000	0	0%	0	2,000	2,000	2,000	0
533100 VEHICLE EXPENSES	0	4,128	5,000	7,424	148%	3,307	5,000	5,000	5,000	0
533200 MILEAGE	7,000	1,662	300	0	0%	0	300	300	300	0
533500 MEALS AND LODGING	200	0	200	0	0%	0	200	200	200	0
551000 INSURANCE	3,730	1,085	4,135	1,201	29%	1,226	4,272	4,262	4,160	-112
581900 CAPITAL OUTLAY	405,000	333,812	400,000	239,568	60%	256,293	588,742	588,742	514,350	-74,392

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: BUILDING SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL COMMUNICATIONS SYSTEM	655,045	581,288	685,908	480,801	70%	404,039	884,219	883,759	801,147	-83,072
10017265 WEST BARABOO GARAGE										
522900 UTILITIES	4,800	3,608	4,800	3,694	77%	1,885	4,800	4,800	4,500	-300
534000 OPERATING/MEETING SUPPLIES	2,000	254	2,000	499	25%	0	2,000	2,000	2,000	0
551000 INSURANCE	415	0	450	0	0%	0	465	465	450	-15
TOTAL WEST BARABOO GARAGE	7,215	3,862	7,250	4,193	58%	1,885	7,265	7,265	6,950	-315
10017270 LAW ENFORCEMENT CENTER										
511100 SALARIES PERMANENT REGULAR	97,408	97,595	101,204	101,792	101%	52,302	106,468	106,468	110,617	4,149
511200 SALARIES-PERMANENT-OVERTIME	826	0	858	0	0%	120	903	903	938	35
511900 LONGEVITY-FULL TIME	599	599	639	639	100%	0	679	679	719	40
514100 FICA & MEDICARE TAX	7,561	7,279	7,857	7,516	96%	3,843	8,266	8,266	8,589	323
514200 RETIREMENT-COUNTY SHARE	6,721	6,663	6,881	6,856	100%	3,434	7,077	7,077	7,578	501
514400 HEALTH INSURANCE COUNTY SHARE	20,857	20,958	22,061	22,153	100%	12,547	23,163	23,163	24,785	1,622
514500 LIFE INSURANCE COUNTY SHARE	40	40	41	43	106%	22	43	43	45	2
514600 WORKERS COMPENSATION	1,226	982	1,171	1,171	100%	634	1,307	1,307	1,381	74
520900 CONTRACTED SERVICES	100,000	90,422	105,000	117,354	112%	70,458	105,000	105,000	105,000	0
522900 UTILITIES	350,000	334,690	345,000	345,400	100%	123,546	345,000	340,000	300,000	-45,000
522901 UTILITIES-SOLAR	0	0	0	0	0%	17,867	0	39,307	44,500	44,500
523000 TRADE SERVICES	9,000	0	9,000	0	0%	0	9,000	9,000	9,000	0
531400 SMALL EQUIPMENT	2,000	1,779	2,000	1,457	73%	623	2,000	2,000	2,000	0
531800 MIS DEPARTMENT CHARGEBACKS	1,632	1,632	1,749	1,749	100%	611	1,221	1,221	1,577	356
533100 VEHICLE EXPENSES	1,000	986	1,000	1,027	103%	953	1,000	1,000	1,200	200
534000 OPERATING/MEETING SUPPLIES	60,000	50,611	60,000	50,655	84%	25,096	60,000	60,000	60,000	0
551000 INSURANCE	27,500	25,841	30,250	27,913	92%	28,640	31,250	31,250	32,800	1,550
581900 CAPITAL OUTLAY	230,000	174,729	517,000	630,175	122%	4,430	350,500	389,652	320,500	-30,000
TOTAL LAW ENFORCEMENT CENTER	916,370	814,806	1,211,711	1,315,899	109%	345,123	1,052,877	1,126,336	1,031,229	-21,648
10017411 ANIMAL SHELTER										
523000 TRADE SERVICES	2,500	9,435	2,500	44	2%	160	2,500	2,500	2,500	0
551000 INSURANCE	440	336	490	370	75%	377	505	505	500	-5
TOTAL ANIMAL SHELTER	2,940	9,771	2,990	414	14%	537	3,005	3,005	3,000	-5
TOTAL DEPARTMENT REVENUE	-3,426,749	-2,680,603	-3,635,313	-3,101,407	85%	-1,460,491	-4,970,563	-2,361,858	-7,514,429	2,543,866
TOTAL DEPARTMENT EXPENSE	3,426,749	2,686,394	3,635,313	3,230,676	89%	1,547,742	4,970,563	3,616,576	7,514,429	2,543,866
-ADDITION TO / USE OF FUND BALANCE	0	5,791	0	129,269		87,251	0	1,254,718	0	

Corporation Counsel

Department Vision - Where the department would ideally like to be

To facilitate high quality public services for Sauk County communities, residents and visitors through reliable, timely and helpful legal assistance for all units of Sauk County government.

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

Provide legal services to all units of Sauk County government and represent public interests in statutory and contractually defined areas with commitment, integrity and skill.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Promote safe community

Encourage economic development

Promote stewardship of natural resources

Promote development of cultural, social, and community values that enhance human dignity

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Placemaking and economic development

General Government - Broadband

General Government - Criminal Justice Coordinating Council and stepping up initiative

General Government - Cooperation

Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update

Conservation, Development, Recreation, Culture, and Education - Great Sauk State Trail completion

Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land

Conservation, Development, Recreation, Culture, and Education - Comprehensive Outdoor Recreation Plan

Health and Human Services - Comprehensive community services

Public Works - Highway building

Public Works - Tri County Airport

Public Works - Improve highways/road maintenance

Public Works - Wifi access (broadband)

Public Works - Great Sauk State Trail (bridge and trail)

Outside Issues - Affordable/low income housing

Outside Issues - Transportation

Outside Issues - Communication - into and with the community

Outside Issues - Homelessness

Partnerships with outside agencies (drugs, interoperability)

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Provide effective legal support services for county government efforts to address strategic general government issues and challenges.	Legal services for objectives/projects are consistent with professional standards and timeframes.	Legal services related to placemaking and economic development, broadband, CJCC stepping up initiative and cooperation strategies are provided in a timely manner.	12/31/2020 and beyond
Provide effective legal support services for county government efforts to address strategic conservation, development, recreation, culture and education issues and challenges.	Legal services for objectives/projects are consistent with professional standards and timeframes.	Legal services related to comprehensive plan update; Great Sauk State Trail completion; air, water and land resource protection, and; comprehensive outdoor recreation plan are provided in a timely manner.	12/31/2020 and beyond
Provide effective legal support services for county government efforts to address strategic health and human services issues and challenges.	Legal services for objectives/projects are consistent with professional standards and timeframes.	Legal services related to comprehensive community services are provided in a timely manner.	12/31/2020 and beyond
Provide effective legal support services for county government efforts to address strategic public works issues and challenges.	Legal services for objectives/projects are consistent with professional standards and timeframes.	Legal services related to new highway building, Tri-county airport, highway improvement/maintenance, broadband and Great Sauk State Trail completion are provided in a timely manner.	12/31/2020 and beyond
Provide effective legal support services for county government efforts to address outside issues and agency partnership issues and challenges.	Legal services for objectives/projects are consistent with professional standards and timeframes.	Legal services related to affordable housing, transportation, community communication, homelessness and outside agency partnerships is provided in a timely manner.	12/31/2020 and beyond

Corporation Counsel

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
General Government Legal Services	The office serves as legal counsel for the county and provides legal guidance and advice to county officials and departments on all subjects related to county government and prosecutes or defends county interests in legal actions.	Wis Stat 59.42 Wis Stat 111.70	Other Revenues	\$0	3.35	Attorneys and staff provide consistently reliable, timely and helpful legal assistance or law-related service for all units of Sauk County government.
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$344,623		
			Operating Expenses	\$39,575		
			TOTAL EXPENSES	\$384,198		
			COUNTY LEVY	\$384,198		
Human Services / Children in Needs of Protection & Services / Terminations of Parental Rights	The office represents the Sauk County Department of Human Services in matters that protect individuals and the public including actions for involuntary commitment, guardianship, protective placement, children in need of protection and services, and termination of parental rights.	Wis Stat 48.09, 51.20, 55.02	User Fees	\$0	2.65	Assigned attorney(s) actively works to meet SCDHS needs and address SCDHS issues with clear advice, open communication, accessibility and professionalism.
			Other Revenues	\$130,814		
			TOTAL REVENUES	\$130,814		
			Wages & Benefits	\$245,985		
			Operating Expenses	\$0		
			TOTAL EXPENSES	\$245,985		
			COUNTY LEVY	\$115,171		
Child Support Enforcement	The office represents the State of Wisconsin and the Sauk County Child Support Agency in all child support enforcement and paternity matters.	IV-D of Federal Social Security Act	Other Revenues	\$124,506	1.00	Assigned attorney(s) actively works to meet SCCSA needs and address SCCSA issues with clear advice, open communication, accessibility and professionalism.
			TOTAL REVENUES	\$124,506		
			Wages & Benefits	\$124,506		
			Operating Expenses	\$0		
			TOTAL EXPENSES	\$124,506		
			COUNTY LEVY	\$0		
Totals			TOTAL REVENUES	\$255,320	7.00	
			TOTAL EXPENSES	\$754,689		
			COUNTY LEVY	\$499,369		

Corporation Counsel

Outputs - How much are we doing?					
Description	2016 Actual	2017 Actual	2018 Actual	2019 Estimate	2020 Goal
Legal Inquiries	N/A	N/A	N/A	552/1500 EST.	1500 EST
Legal Opinions	N/A	N/A	N/A	37/100 EST	100 EST
Document Reviews	N/A	N/A	n/a	120/100 EST	250 EST
Claim Reviews	N/A	N/A	N/A	250 EST	300 EST
Ordinance/Resolution/Policy/Rule Reviews	N/A	N/A	N/A	N/A	250 EST
Enforcement/Litigation Reviews/Conferences/Actions	N/A	N/A	N/A	72/100 EST	150 EST
Guardianship/Protective Placement Reviews/Actions	N/A	N/A	114	75/100 EST	150 EST
Civil Commitment Actions	N/A	N/A	159	89/150 EST	150 EST
TPR/CHIPS Reviews/Actions	N/A	N/A	218	77/150 EST	150 EST
Paternity/Child Support Reviews/Actions	N/A	N/A	677	355/700 EST	700 EST
Key Outcome Indicators / Selected Results - How well are we doing?					
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Goal	
Legal Inquiries	Departments/officials receive advice/guidance on simple legal matters in accordance with CCO policies.	100%	100%	100%	
Legal Opinions	Departments/officials receive in-depth guidance on complicated legal issues in accordance with CCO policies.	98%	100%	100%	
Document Reviews	Departments/officials receive advice/guidance on draft legal documents in accordance with CCO policies.	N/A	100%	100%	
Claim Reviews	Actual/potential claims against county are reviewed in accordance with CCO policies.	N/A	100%	100%	
Ordinance/Resolution/Policy/Rule Reviews	Proposed ordinances/resolutions/policies/rules are reviewed for legal and best practice compliance per CCO policies.	N/A	100%	100%	
Enforcement Conferences/Actions/Litigation	Enforcement advice/guidance is provided and actions/litigation is conducted in accordance with applicable law and CCO policies.	N/A	100%	100%	
Civil Commitment Actions	Actions are reviewed and processed in accordance with CCO/DHS policies.	100%	100%	100%	
TPR/CHIPS Actions	Actions are reviewed and processed in accordance with CCO/DHS policies.	100%	100%	100%	
Guardianship/Protective Placement Actions	Actions are reviewed and processed in accordance with CCO/DHS policies.	100%	100%	100%	
Paternity/Child Support Actions	Actions are reviewed and processed in accordance with CSA/CCO policies.	100%	100%	100%	

Corporation Counsel

Oversight Committee: **Executive & Legislative**

Corporation Counsel
1.00 FTE

**Principal Assistant
Corporation Counsel**
(General Civil Law)
1.00 FTE

Lead Assistant Corporation Counsel
(Child Support Enforcement)

1.00 FTE

Assistant Corporation Counsel
(Termination of Parental Rights)

1.00 FTE

Paralegal
1.00 FTE

Legal Assistant
1.00 FTE

Legal Secretary
1.00 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.21	0.00	0.50
FTE Balance	6.29	6.29	6.50	6.50	7.00

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
CORPORATION COUNSEL											
<u>Revenues</u>											
Tax Levy	402,578	404,947	433,529	451,267	451,267	499,370	48,103	10.66%	None	0	0
Intergovernmental	214,037	218,244	224,127	237,919	239,360	255,320	17,401	7.31%			
Miscellaneous	20	373	21	0	0	0	0	0.00%	2020 Total	0	0
Total Revenues	616,635	623,565	657,678	689,186	690,627	754,690	65,504	9.50%			
<u>Expenses</u>											
Labor	427,971	453,392	459,963	505,412	511,063	549,959	44,547	8.81%	2021	0	0
Labor Benefits	125,305	123,636	122,175	153,852	141,136	165,156	11,304	7.35%	2022	0	0
Supplies & Services	53,401	33,125	51,706	29,922	31,025	39,575	9,653	32.26%	2023	0	0
Addition to Fund Balance	9,958	13,411	23,834	0	7,403	0	0	0.00%	2024	0	0
Total Expenses	616,635	623,565	657,678	689,186	690,627	754,690	65,504	9.50%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

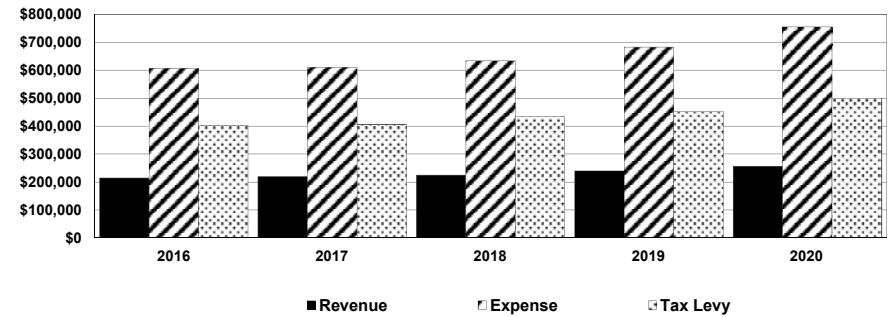
2020 Highlights & Issues on the Horizon

The budget continues the department's cost-appropriate commitment to high quality legal services for all units of Sauk County government.

The department will continue to evaluate and implement technological improvements as well as intra-departmental and extra-departmental opportunities for higher productivity with existing staff while ensuring a positive workplace environment that supports staff satisfaction and retention and quality support service.

The 2020 budget reflects transfer of claims review and processing from the Human Resources department.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CORPORATION COUNSEL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10015 CORPORATION COUNSEL REVENUE										
411100 GENERAL PROPERTY TAXES	-404,947	-404,947	-433,529	-433,529	100%	-225,634	-451,267	-451,267	-499,370	48,103
474600 HUMAN SERVICES REVENUE	-102,999	-102,665	-107,085	-107,161	100%	-49,930	-112,570	-114,011	-130,814	18,244
474620 CSA SUPPORT ENFORCEMENT	-113,013	-115,579	-115,155	-116,967	102%	-61,870	-125,349	-125,349	-124,506	-843
484160 MISCELLANEOUS REVENUES	-20	-373	-20	-21	106%	0	0	0	0	0
TOTAL CORPORATION COUNSEL REVENUE	-620,979	-623,565	-655,789	-657,678	100%	-337,434	-689,186	-690,627	-754,690	65,504
10015132 CORPORATION COUNSEL										
511100 SALARIES PERMANENT REGULAR	281,769	282,073	290,845	238,462	82%	153,784	325,444	320,000	355,741	30,297
511200 SALARIES-PERMANENT-OVERTIME	0	343	0	43	0%	0	0	0	0	0
511900 LONGEVITY-FULL TIME	919	1,145	1,339	859	64%	0	959	959	939	-20
512100 WAGES-PART TIME	8,138	5,050	19,420	52,879	272%	9,851	0	0	0	0
514100 FICA & MEDICARE TAX	22,248	21,531	23,838	21,610	91%	12,011	24,970	23,500	27,286	2,316
514200 RETIREMENT-COUNTY SHARE	19,223	17,353	20,877	16,029	77%	10,491	21,379	20,500	24,076	2,697
514400 HEALTH INSURANCE COUNTY SHARE	35,889	30,985	37,959	28,851	76%	24,273	48,204	47,500	67,433	19,229
514500 LIFE INSURANCE COUNTY SHARE	101	141	215	164	76%	126	226	220	252	26
514600 WORKERS COMPENSATION	204	163	187	174	93%	82	163	160	214	51
521200 LEGAL SERVICES	800	395	800	10,279	1285%	427	1,500	1,500	2,500	1,000
521400 COURT REPORTER AND TRANSCRIBER	1,500	698	1,000	23	2%	56	1,000	1,000	1,000	0
522500 TELEPHONE	175	245	175	151	86%	62	175	175	175	0
531100 POSTAGE AND BOX RENT	2,000	1,567	2,000	1,449	72%	674	2,000	1,500	2,000	0
531200 OFFICE SUPPLIES AND EXPENSE	4,500	2,177	3,500	3,777	108%	721	3,500	2,500	3,500	0
531400 SMALL EQUIPMENT	0	0	0	0	0%	0	100	100	100	0
531800 MIS DEPARTMENT CHARGEBACKS	16,501	18,846	19,595	28,358	145%	11,463	9,697	14,000	16,600	6,903
532200 SUBSCRIPTIONS	2,800	4,369	3,800	2,858	75%	1,913	4,000	3,000	4,000	0
532400 MEMBERSHIP DUES	3,600	2,449	3,600	1,098	31%	140	3,750	3,750	4,500	750
532500 SEMINARS AND REGISTRATIONS	1,400	1,243	1,400	1,714	122%	175	1,750	1,500	2,500	750
533200 MILEAGE	1,000	965	1,000	987	99%	540	1,200	1,000	1,200	0
533500 MEALS AND LODGING	1,000	170	1,000	435	44%	134	1,250	1,000	1,500	250
TOTAL CORPORATION COUNSEL	403,767	391,909	432,550	410,200	95%	226,924	451,267	443,864	515,516	64,249
10015146 NEGOTIATIONS AND LABOR										
521200 LEGAL SERVICES	1,200	0	1,000	0	0%	0	0	0	0	0
TOTAL NEGOTIATIONS AND LABOR	1,200	0	1,000	0	0%	0	0	0	0	0
10015442 TERMS OF PARENTAL RIGHTS										
511100 SALARIES PERMANENT REGULAR	76,793	76,794	79,688	79,674	100%	37,720	83,905	95,000	100,028	16,123
511900 LONGEVITY-FULL TIME	0	0	0	0	0%	0	0	0	80	80
514100 FICA & MEDICARE TAX	5,875	5,497	6,096	5,650	93%	2,760	6,419	6,500	7,658	1,239
514200 RETIREMENT-COUNTY SHARE	5,222	5,219	5,339	5,333	100%	2,471	5,496	5,500	6,757	1,261

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CORPORATION COUNSEL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10015442 TERMS OF PARENTAL RIGHTS										
514400 HEALTH INSURANCE COUNTY SHARE	15,031	15,097	15,899	15,957	100%	6,956	16,693	6,956	0	-16,693
514500 LIFE INSURANCE COUNTY SHARE	24	14	14	15	105%	5	15	15	85	70
514600 WORKERS COMPENSATION	54	43	48	48	99%	19	42	40	60	18
TOTAL TERMS OF PARENTAL RIGHTS	102,999	102,665	107,084	106,676	100%	49,930	112,570	114,011	114,668	2,098
10015451 CORP COUNSEL-CHILD SUPPORT										
511100 SALARIES PERMANENT REGULAR	85,079	87,507	86,254	87,545	101%	45,567	95,104	95,104	92,631	-2,473
511900 LONGEVITY-FULL TIME	480	480	500	500	100%	0	0	0	540	540
514100 FICA & MEDICARE TAX	6,545	6,471	6,637	6,434	97%	3,367	7,275	7,275	7,128	-147
514200 RETIREMENT-COUNTY SHARE	5,818	5,968	5,813	5,893	101%	2,984	6,229	6,229	6,289	60
514400 HEALTH INSURANCE COUNTY SHARE	15,031	15,104	15,899	15,965	100%	9,042	16,693	16,693	17,862	1,169
514600 WORKERS COMPENSATION	60	49	52	52	101%	23	48	48	56	8
533200 MILEAGE	0	0	0	430	0%	153	0	0	0	0
533500 MEALS AND LODGING	0	0	0	147	0%	39	0	0	0	0
TOTAL CORP COUNSEL-CHILD SUPPORT	113,013	115,579	115,155	116,967	102%	61,175	125,349	125,349	124,506	-843
TOTAL DEPARTMENT REVENUE	-620,979	-623,565	-655,789	-657,678	100%	-337,434	-689,186	-690,627	-754,690	65,504
TOTAL DEPARTMENT EXPENSE	620,979	610,153	655,789	633,844	97%	338,029	689,186	683,224	754,690	65,504
-ADDITION TO / USE OF FUND BALANCE	0	-13,411	0	-23,834		595	0	-7,403	0	

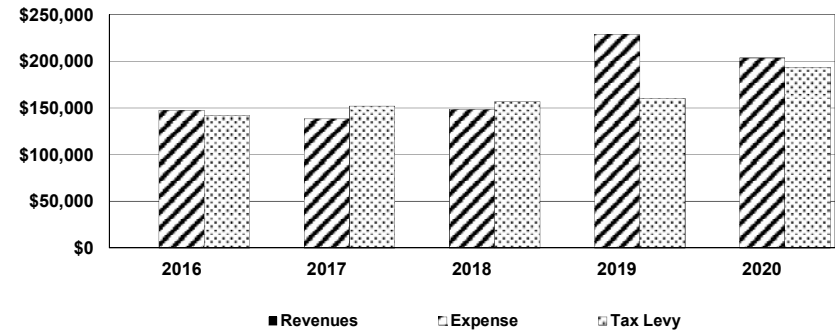
	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
COUNTY BOARD											
<u>Revenues</u>											
Tax Levy	142,044	152,026	156,853	160,260	160,260	193,583	33,323	20.79%	None	0	0
Use of Fund Balance	5,600	0	0	75,957	68,181	10,000	(65,957)	-86.83%			
Total Revenues	147,644	152,026	156,853	236,217	228,441	203,583	(32,634)	-13.82%	2020 Total	0	0
<u>Expenses</u>											
Labor	83,494	83,580	80,202	92,530	86,764	115,363	22,833	24.68%	2021	0	0
Labor Benefits	6,810	6,749	6,302	7,126	6,681	8,894	1,768	24.81%	2022	0	0
Supplies & Services	57,340	48,016	62,104	136,561	134,996	79,326	(57,235)	-41.91%	2023	0	0
Addition to Fund Balance		13,681	8,245	0	0	0	0	0.00%	2024	0	0
Total Expenses	147,644	152,026	156,853	236,217	228,441	203,583	(32,634)	-13.82%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

2020 Highlights & Issues on the Horizon

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.

Effective with the term of office beginning April 2020, per diem for County Board meetings increases from \$60 to \$90 and for committee meetings from \$50 to \$75.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: COUNTY BOARD	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10001 COUNTY BOARD REVENUE										
411100 GENERAL PROPERTY TAXES	-152,026	-152,026	-156,853	-156,853	100%	-80,130	-160,260	-160,260	-193,583	33,323
493010 FUND BALANCE APPLIED	0	0	-80,000	0	0%	0	0	0	-10,000	10,000
TOTAL COUNTY BOARD REVENUE	-152,026	-152,026	-236,853	-156,853	66%	-80,130	-160,260	-160,260	-203,583	43,323
10001111 COUNTY BOARD CHAIRMAN										
511100 SALARIES PERMANENT REGULAR	9,600	9,600	9,600	9,626	100%	4,800	9,600	9,600	9,600	0
514100 FICA & MEDICARE TAX	1,850	1,636	1,850	1,266	68%	608	1,317	1,125	1,390	73
514600 WORKERS COMPENSATION	17	12	15	10	66%	4	9	7	11	2
515100 PER DIEM / COUNTY BOARD	780	840	780	660	85%	480	960	900	1,238	278
515800 PER DIEM COMMITTEE	6,300	6,950	6,300	4,796	76%	2,250	6,650	4,200	7,333	683
522500 TELEPHONE	900	495	600	786	131%	418	1,000	1,002	1,002	2
531100 POSTAGE AND BOX RENT	200	270	200	1	1%	2	200	100	100	-100
531200 OFFICE SUPPLIES AND EXPENSE	400	206	400	94	23%	30	400	150	150	-250
531800 MIS DEPARTMENT CHARGEBACKS	8,089	4,915	89,575	13,618	15%	2,862	13,054	89,011	19,974	6,920
532400 MEMBERSHIP DUES	100	0	100	100	100%	0	0	0	100	100
532500 SEMINARS AND REGISTRATIONS	400	185	400	390	98%	0	400	400	400	0
533200 MILEAGE	7,500	5,969	7,500	2,683	36%	1,211	3,750	2,750	2,750	-1,000
533500 MEALS AND LODGING	600	92	550	242	44%	0	500	300	300	-200
TOTAL COUNTY BOARD CHAIRMAN	36,736	31,169	117,870	34,272	29%	12,664	37,840	109,545	44,348	6,508
10001112 COMMITTEE & COMMISSIONS										
514100 FICA & MEDICARE TAX	5,356	5,064	5,356	4,985	93%	2,815	5,762	5,513	7,435	1,673
514600 WORKERS COMPENSATION	49	38	42	41	97%	19	38	36	58	20
515100 PER DIEM / COUNTY BOARD	23,010	23,940	23,010	20,220	88%	13,140	28,320	26,550	36,506	8,186
515800 PER DIEM COMMITTEE	47,000	42,250	47,000	44,900	96%	23,650	47,000	45,514	60,686	13,686
521900 OTHER PROFESSIONAL SERVICES	0	0	100	100	100%	0	0	0	10,150	10,150
531100 POSTAGE AND BOX RENT	1,400	1,470	1,400	1,544	110%	1,200	1,500	2,261	2,500	1,000
531200 OFFICE SUPPLIES AND EXPENSE	600	538	600	589	98%	429	700	700	800	100
532400 MEMBERSHIP DUES	11,000	10,128	11,000	10,097	92%	9,120	11,000	10,360	11,000	0
532700 BOARD PROCEEDINGS	2,000	1,601	1,900	3,124	164%	1,355	4,000	2,273	3,500	-500
532800 TRAINING AND INSERVICE	1,800	2,625	2,000	2,250	113%	2,890	2,000	3,240	3,500	1,500
533200 MILEAGE	22,575	19,522	22,575	22,550	100%	11,222	22,000	22,349	23,000	1,000
533500 MEALS AND LODGING	500	0	4,000	3,936	98%	0	100	100	100	0
TOTAL COMMITTEE & COMMISSIONS	115,290	107,176	118,983	114,336	96%	65,839	122,420	118,896	159,235	36,815
TOTAL DEPARTMENT REVENUE	-152,026	-152,026	-236,853	-156,853	66%	-80,130	-160,260	-160,260	-203,583	43,323
TOTAL DEPARTMENT EXPENSE	152,026	138,345	236,853	148,608	63%	78,503	160,260	228,441	203,583	43,323
-ADDITION TO / USE OF FUND BALANCE	0	-13,681	0	-8,245		-1,627	0	68,181	0	

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 Wisconsin State Statutes.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Cooperation

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Provide mandated & advanced services that are effective, to ensure the needs of the public are met while also providing a high level of customer service	<ol style="list-style-type: none"> 1. Ability to meet mandated deadlines 2. Monitoring the outcome of the services we are providing 	<ol style="list-style-type: none"> 1. Meeting election deadlines that are mandated by the state: ballots, supplies, election notices, WisVote duties, etc. 2. Provide informational handouts to public regarding documentation needed for services within the office. 	12/31/2020
Cross Training Staff	Ability to have staff perform all office responsibilities	<ol style="list-style-type: none"> 1. Cross Train all staff 	12/31/2020

County Clerk

Program Evaluation

Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
County Administration	1) Administer on behalf of the county multiple licenses and permits: marriage licenses, dissolution of domestic partnerships, 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	User Fees	\$10,525	0.83	1) Marriage License Corrections
			Grants	\$0		
			TOTAL REVENUES	\$10,525		
			Wages & Benefits	\$55,514		
			Operating Expenses	\$6,187		
			TOTAL EXPENSES	\$61,701		
			COUNTY LEVY	\$51,176		
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	\$0	0.68	1) Resolutions/Ordinances
			Use of Carryforward	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$58,158		
			Operating Expenses	\$6,187		
			TOTAL EXPENSES	\$64,345		
			COUNTY LEVY	\$64,345		
Elections	1) Serve as provider for 24 "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	\$91,808	2.00	1) Election Correspondence & Law Updates
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$91,808		
			Wages & Benefits	\$140,298		
			Operating Expenses	\$126,352		
			TOTAL EXPENSES	\$266,650		
			COUNTY LEVY	\$174,842		
Passports	1) Accept and compile application and documents for passports. 2) Collect fees on behalf of US Departments of State and County Clerk Department. 3) Provide photo services. 4) Forward all documentation to the US Department of State for processing.	Not mandated	User Fees	\$36,400	0.50	1) Passport Corrections
			Grants	\$0		
			TOTAL REVENUES	\$36,400		
			Wages & Benefits	\$27,591		
			Operating Expenses	\$1,000		
			TOTAL EXPENSES	\$28,591		
			COUNTY LEVY	(\$7,809)		
Totals			TOTAL REVENUES	\$138,733	4.00	
			TOTAL EXPENSES	\$421,287		
			COUNTY LEVY	\$282,554		

County Clerk

Output Measures - How much are we doing?				
Description		2018 Actual	2019 Estimate	2020 Budget
Marriage Licenses Issued		424	325	300
Passport Applications		845	800	800
Passport Photos		746	700	700
Dog/Kennel Licenses Sold		4434	3800	3800
Open Air Assembly Permits Issued		0	0	0
Timber Notices Issued		110	100	100
County Directory		5 printed/website	5 printed/website	5 printed/website
County Board Proceedings Book		5 printed/website	5 printed/website	5 printed/website
Resolutions & Ordinances Considered		179/18	179/30	179/30
Elections Conducted		4	1	4
Domestic Partnership Agreements Issued		2	Discontinued	Discontinued
Termination of Domestic Partnerships Issued		1	0	0
Number of WisVote Reliers		23	24	24
WisVote Death Alerts		90	90	90
WisVote Duplicate Voter Alerts		320	320	320
WisVote Felon Alerts		7	7	7
WisVote Boundary Exception Alerts		60	60	60
WisVote Transfer Out Alerts		816	816	816
WisVote Merged Voter Alerts		240	240	240
WisVote DMV Check Alerts		190	190	190
February 20, 2018 Spring Primary Election		13% Voter Turnout	-	-
April 3, 2018 Spring Election		25% Voter Turnout	-	-
August 14, 2018 Partisan Primary Election		22% Voter Turnout	-	-
November 6, 2018 General Election		60% Voter Turnout	-	-
February 19, 2019 Spring Primary		-	No Election	-
April 2, 2019 Spring Election		-	28% Voter Turnout	-
February 18, 2020 Spring Primary Election		-	-	13% Voter Turnout Estimate
April 7, 2020 Spring Election & Presidential Preference		-	-	48% Voter Turnout Estimate
August 11, 2020 Partisan Primary Election		-	-	12% Voter Turnout Estimate
November 3, 2020 General Election		-	-	66% Voter Turnout Estimate
Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Resolutions/Ordinances Routing System & Contract Database	Continue education on formatting and using resolution routing system & contract database. We anticipate most users to be able to conduct this workflow with minimal guidance after proper instruction.	5 Users still needing assistance	5 Users still needing assistance	5 Users still needing assistance
Election Correspondence & Law Updates	Number of Municipal Clerk errors we find when conducting the county canvass and election are minimal.	Spring 2018 Elections = 10 mistakes; Fall 2018 Elections = 10 mistakes	Spring 2019 Election = 10 mistakes	Spring 2020 Election = 10 mistakes; Fall 2020 Elections = 10 mistakes
Passport Corrections	How well we are processing applications.	Applications Returned - 5	Applications Returned - 5	Applications Returned - 5
Marriage License Corrections	Accuracy of information on marriage licenses	Corrections - 10	Corrections - 10	Corrections - 7

County Clerk

Oversight Committee: **Executive & Legislative**

County Clerk
1.00 FTE

Lead Deputy County Clerk
1.00 FTE

Deputy County Clerk
1.00 FTE

**Deputy County Clerk /
Program Assistant**
1.00 FTE

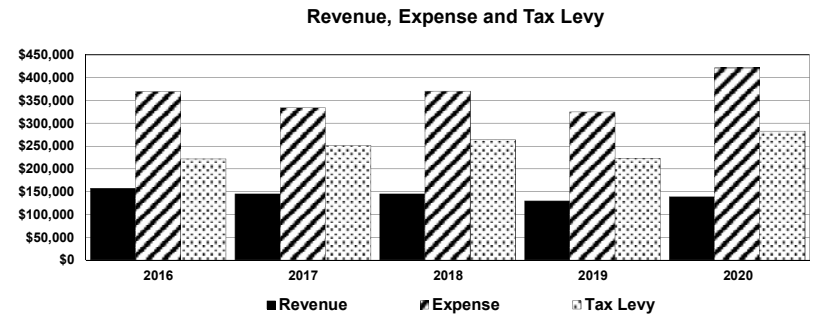
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.92	0.00	0.00	0.00
FTE Balance	3.08	4.00	4.00	4.00	4.00

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
COUNTY CLERK / ELECTIONS											
<u>Revenues</u>											
Tax Levy	221,431	250,887	263,495	222,446	222,446	282,554	60,108	27.02%	None	0	0
Licenses & Permits	17,045	16,000	15,805	13,125	11,375	10,500	(2,625)	-20.00%			
User Fees	8,660	31,215	35,355	36,425	36,425	36,425	0	0.00%	2020 Total	0	0
Intergovernmental	131,454	97,609	93,589	81,988	81,887	91,808	9,820	11.98%			
Use of Fund Balance	0	0	0	27,000	0	0	(27,000)	-100.00%			
Total Revenues	378,590	395,711	408,244	380,984	352,133	421,287	40,303	10.58%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
<u>Expenses</u>											
Labor	175,180	181,690	182,842	192,882	192,582	199,196	6,314	3.27%			
Labor Benefits	65,942	74,376	73,356	77,577	77,577	82,366	4,789	6.17%			
Supplies & Services	128,270	77,575	104,063	110,525	54,182	139,725	29,200	26.42%			
Capital Outlay	0	0	10,005	0	0	0	0	0.00%			
Addition to Fund Balance	9,199	62,071	37,979	0	27,792	0	0	0.00%			
Total Expenses	378,590	395,711	408,244	380,984	352,133	421,287	40,303	10.58%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

2020 Highlights & Issues on the Horizon

2020 will be a 4 Year Election Cycle. 2019 was a 2 Year Election Cycle. This increases expenses as well as revenues and levy.

Passport revenues and expenses have remained steady.



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: COUNTY CLERK	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10010 COUNTY CLERK REVENUE										
411100 GENERAL PROPERTY TAXES	-250,887	-250,887	-263,495	-263,495	100%	-111,223	-222,446	-222,446	-282,554	60,108
424290 FEMA DISASTER AIDS	0	0	0	0	0%	-8,754	0	0	0	0
442200 MARRIAGE LICENSE FEE CTY	-15,000	-16,000	-14,000	-15,805	113%	-6,180	-13,125	-11,375	-10,500	-2,625
451230 PASSPORT FEES-COUNTY	-5,625	-30,921	-34,000	-35,219	104%	-23,229	-36,400	-36,400	-36,400	0
451650 COPIER/POSTAGE/MISC	-25	-294	-26	-136	523%	0	-25	-25	-25	0
472490 LOCAL GOVT/AGENCY PMTS SVRS	-62,467	-62,468	-62,468	-62,570	100%	-61,809	-60,988	-61,808	-61,808	820
473400 ELECTION PROCESSING FEES	-15,000	-35,141	-44,000	-31,019	70%	-20,987	-21,000	-20,079	-30,000	9,000
493010 FUND BALANCE APPLIED	0	0	0	0	0%	0	-27,000	0	0	-27,000
TOTAL COUNTY CLERK REVENUE	-349,004	-395,711	-417,989	-408,244	98%	-232,182	-380,984	-352,133	-421,287	40,303
10010140 COUNTY CLERK										
511100 SALARIES PERMANENT REGULAR	92,098	93,860	91,984	90,577	98%	45,910	93,235	93,235	95,813	2,578
511200 SALARIES-PERMANENT-OVERTIME	3,131	149	3,580	0	0%	0	3,744	3,744	3,887	143
511900 LONGEVITY-FULL TIME	310	0	330	400	121%	0	210	210	280	70
514100 FICA & MEDICARE TAX	7,309	6,885	7,336	6,586	90%	3,297	7,435	7,435	7,649	214
514200 RETIREMENT-COUNTY SHARE	6,497	6,232	6,425	6,073	95%	3,006	6,366	6,366	6,749	383
514400 HEALTH INSURANCE COUNTY SHARE	25,460	25,000	31,797	24,036	76%	13,563	25,040	25,040	26,793	1,753
514500 LIFE INSURANCE COUNTY SHARE	22	22	22	23	103%	13	23	23	33	10
514600 WORKERS COMPENSATION	67	53	58	54	94%	23	49	49	60	11
522500 TELEPHONE	600	137	600	268	45%	60	600	600	600	0
531100 POSTAGE AND BOX RENT	1,000	2,610	2,000	2,339	117%	1,458	2,000	2,000	2,000	0
531200 OFFICE SUPPLIES AND EXPENSE	1,000	1,489	1,000	1,481	148%	761	1,000	1,000	1,000	0
531300 PHOTO COPIES	500	300	500	307	61%	221	500	500	500	0
531400 SMALL EQUIPMENT	3,000	2,272	500	0	0%	0	500	500	500	0
531800 MIS DEPARTMENT CHARGEBACKS	5,491	5,849	6,428	4,434	69%	2,089	6,850	6,850	5,216	-1,634
532100 PUBLICATION OF LEGAL NOTICES	250	533	250	554	222%	18	250	560	560	310
532200 SUBSCRIPTIONS	326	441	325	506	156%	173	325	506	506	181
532400 MEMBERSHIP DUES	200	125	200	125	63%	125	200	200	200	0
532500 SEMINARS AND REGISTRATIONS	600	175	600	465	78%	250	600	600	600	0
533200 MILEAGE	1,000	428	1,000	787	79%	161	1,000	1,000	1,000	0
533500 MEALS AND LODGING	675	28	675	624	92%	0	675	675	675	0
552100 OFFICIALS BONDS	15	12	15	12	78%	12	15	15	15	0
TOTAL COUNTY CLERK	149,551	146,601	155,625	139,650	90%	71,140	150,617	151,108	154,636	4,019
10010141 ELECTIONS										
511100 SALARIES PERMANENT REGULAR	92,223	87,481	92,107	90,399	98%	45,670	93,363	93,363	95,946	2,583
511200 SALARIES-PERMANENT-OVERTIME	847	0	1,683	0	0%	0	1,720	1,720	1,790	70
511900 LONGEVITY-FULL TIME	310	0	330	0	0%	0	210	210	280	70
512100 WAGES-PART TIME	0	0	0	866	0%	0	0	0	0	0

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: COUNTY CLERK	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10010141 ELECTIONS										
514100 FICA & MEDICARE TAX	7,174	6,422	7,261	6,607	91%	3,279	7,321	7,321	7,590	269
514200 RETIREMENT-COUNTY SHARE	6,341	5,945	6,297	6,040	96%	2,991	6,233	6,233	6,607	374
514400 HEALTH INSURANCE COUNTY SHARE	25,460	23,747	31,797	23,858	75%	13,563	25,039	25,039	26,792	1,753
514500 LIFE INSURANCE COUNTY SHARE	22	21	22	23	102%	13	23	23	33	10
514600 WORKERS COMPENSATION	66	50	57	55	96%	23	48	48	60	12
515300 BOARD OF CANVASSERS	400	200	800	600	75%	100	400	100	1,200	800
524800 MAINTENANCE AGREEMENT	8,600	8,545	8,600	8,545	99%	0	8,600	8,600	8,600	0
526700 PROGRAMMING COSTS	24,000	25,516	52,000	26,653	51%	13,156	53,000	13,156	53,000	0
530600 BALLOTS CHARGES	24,000	16,937	50,000	45,343	91%	11,010	25,000	11,010	50,000	25,000
531100 POSTAGE AND BOX RENT	2,500	2,285	2,500	2,895	116%	618	2,500	1,500	2,500	0
531200 OFFICE SUPPLIES AND EXPENSE	1,700	950	1,700	888	52%	376	1,700	1,700	3,043	1,343
531500 FORMS AND PRINTING	2,000	1,286	2,000	1,117	56%	0	2,000	2,000	2,000	0
532100 PUBLICATION OF LEGAL NOTICES	3,600	5,979	5,000	6,635	133%	1,989	3,000	1,000	7,000	4,000
532500 SEMINARS AND REGISTRATIONS	100	1,650	100	0	0%	0	100	100	100	0
533200 MILEAGE	100	27	100	87	87%	16	100	100	100	0
533500 MEALS AND LODGING	10	0	10	0	0%	0	10	10	10	0
581900 CAPITAL OUTLAY	0	0	0	10,005	0%	0	0	0	0	0
TOTAL ELECTIONS	199,453	187,040	262,364	230,615	88%	92,804	230,367	173,233	266,651	36,284
TOTAL DEPARTMENT REVENUE	-349,004	-395,711	-417,989	-408,244	98%	-232,182	-380,984	-352,133	-421,287	40,303
TOTAL DEPARTMENT EXPENSE	349,004	333,641	417,989	370,265	89%	163,943	380,984	324,341	421,287	40,303
-ADDITION TO / USE OF FUND BALANCE	0	-62,071	0	-37,979		-68,238	0	-27,792	0	

Criminal Justice Coordinating

Department Vision - Where the department would ideally like to be

The Sauk County Criminal Justice Division 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 Division 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

Promote safe community
Development of cultural, social, and community values

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Criminal Justice Coordinating Council and stepping up initiative

General Government - Cooperation

Health and Human Services - Peer learning groups

Health and Human Services - Visiting nurses / home health care / isolated individuals

Health and Human Services - Medical assisted treatment program

Health and Human Services - Comprehensive community services

Justice & Public Safety - Coroner's Office and budget

Justice & Public Safety - Diversion programs / alternatives to incarceration

Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry

Outside Issues - Affordable/low income housing

Outside Issues - Workforce development

Outside Issues - Transportation

Outside Issues - Communication - into and with the community

Outside Issues - Homelessness

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
<p>Increase opportunities for previously incarcerated individuals to become productive members of the community; improve public safety; improve equitable opportunities for families of previously incarcerated individuals to thrive; reduce recidivism; decrease intergenerational poverty</p>	<ol style="list-style-type: none"> 1. Number outreach events conducted; 2. Number of marketing materials disseminated; 3. Number of new community stakeholders attending CJCC coalition meetings; 4. Percentage of inmates screened; 5. Percentage of inmates with care management plan; 6. Number of community service partners identified as needed through needs assessments; 7. Number enrolled in Adult Treatment Court (ATC); 8. ATC graduation rate; 9. The percent (%) re-involved with criminal justice system after ATC graduation; 10. % law enforcement/parole officers in Sauk County trained in CIT; 11. Number enrolled in pre-booking diversion program; 12. Number receiving tutoring; 13. Number taking HSED or GED; 14. % who pass HSED or GED.; 15. Recidivism rate; 16. Crime statistics 	<ol style="list-style-type: none"> 1. Create and disseminate marketing materials targeted to specific sectors that highlight the CJCC goals through social and print media; 2. Conduct at least 12 community education/outreach events; 3. Identify 5 community residents to participate in at least 5 CJCC and/or subcommittee meetings; 4. Prepare for second community-wide survey to be conducted in 2021; 5. Identify substance abuse and mental health history for 50% of inmates in jail prior to release; 6. Identify priority needs of 100% of the population who accept assistance during jail stay; 7. Develop care management plans for 100% of identified, high-risk inmates who enroll in CJCC services (including comprehensive re-entry programs and services); 8. Create partnerships and systems of care that include appropriate treatment services, insurance programs, financial literacy programs, safe and affordable housing, transportation, job training, employment services, food security and other basic life needs; 9. Connect 100% of enrolled CJCC participants to the system of care which addresses their individual care management needs. 10. Enroll 30 individuals in Adult Treatment Court, with 60% graduation rate; 11. Have no new criminal justice involvement in 75% of Treatment Court Graduates; 12. Mandate CIT Training for 95% of law enforcement and parole officers; 13. Connect 80 at-risk individuals to pre-booking diversion program; 14. Provide tutoring and HSED or GED services to 40 returning citizens, HUBER program participants, MAT participants, Adult Treatment Court, and probation/parole participants; 15. Adopt common definition of recidivism for Sauk County; 16. Develop and train 5 peer support specialists to mentor and assist returning 	<p>12/31/2020</p>

Criminal Justice Coordinating

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 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. Conduct at least 12 community education/outreach events; 2. Identify 5 community residents to participate in at least 5 CJCC and/or subcommittee meetings; 3. Identify substance abuse and mental health history for 50% of inmates in jail prior to release; 4. Identify priority needs of 100% of the population who accept assistance during jail stay; 5. Develop care management plans for 100% of identified, high-risk inmates who enroll in CJCC services (including comprehensive re-entry programs and services); 6. Create partnerships and systems of care that include appropriate treatment services, insurance programs, financial literacy programs, safe and affordable housing, transportation, job training, employment services, food security and other basic life needs; 7. Connect 100% of enrolled CJCC participants to the system of care which addresses their individual care management needs; 8. Mandate CIT Training for 95% of law enforcement and parole officers; 9. Adopt common definition of recidivism for Sauk County; 10. Develop and train 5 peer support specialists to mentor and assist returning
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$141,284		
			Operating Expenses	\$32,573		
			TOTAL EXPENSES	\$173,857		
			COUNTY LEVY	\$173,857		
Treatment Court	Sauk County Adult Treatment Court is a post conviction diversion program for Sauk County residents with a substance use disorder which encourages sobriety and increased pro-social life skills. The goal is to reduce recidivism within the criminal justice population of Sauk County.		User Fees / Misc.	\$4,000	2.33	1. Enroll 30 individuals in Adult Treatment Court. 2. Graduate 60%; 3. Have no new criminal justice involvement in 75% of Treatment Court Graduates.
			Grants & Aids	\$116,733		
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$120,733		
			Wages & Benefits	\$176,541		
			Operating Expenses	\$95,617		
			TOTAL EXPENSES	\$272,158		
COUNTY LEVY	\$151,425					
Re-Entry Services (Community Development Block Grant & SSM Health Grant)	There are five focus populations who will need assistance from the new Educational Navigator: Sauk County Jail inmates, inmates on Huber Work Release, Medication Assisted Treatment participants, Adult Treatment Court participants, and those residents on extended supervision (post prison). Focusing on Criminal Justice-involved residents, re-entry services will positively impact these populations by helping them invest in education as a path out of incarceration and into employment. Currently, the absence of essential resources for education assistance perpetuates the cycle of intergenerational poverty these individuals and their families are in, and results in decreased social connectivity, lack of health care, limited opportunities for success, and increased recidivism.		User Fees / Misc.	\$294,500	1.75	Provide tutoring and HSED or GED services to 40 returning citizens, HUBER program participants, MAT participants, Adult Treatment Court, and probation/parole participants
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$294,500		
			Wages & Benefits	\$136,865		
			Operating Expenses	\$157,635		
			TOTAL EXPENSES	\$294,500		
			COUNTY LEVY	\$0		

Criminal Justice Coordinating

Pre-Booking Diversion	The Pre-Booking Diversion Program is a pilot grant-funded program intended to connect individuals in the community with substance use disorders to treatment prior to entry or re-entry to the criminal justice system.		Grants & Aids	\$100,000	1.00	1. Reduce the number of referrals to the District Attorney for substance use related misdemeanor and ordinance offenses by 20%; 2. Connect 80 at-risk individuals to pre-booking diversion program
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$100,000		
			Wages & Benefits	\$75,934		
			Operating Expenses	\$44,278		
			TOTAL EXPENSES	\$120,212		
			COUNTY LEVY	\$20,212		
Pre-Trial Monitoring	Pre-Trial Monitoring is a program which aims to provide the court with relevant information to make bond decisions, reduce pre-trial detention, monitors compliance with court imposed bond conditions, and minimize failure to appears.		Grants & Aids	\$0	-	1. Complete a risk assessment on 100% of eligible residents to identify risk level
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$0		
			Operating Expenses	\$50,000		
			TOTAL EXPENSES	\$50,000		
			COUNTY LEVY	\$50,000		
Totals			TOTAL REVENUES	\$515,233	6.75	
			TOTAL EXPENSES	\$910,727		
			COUNTY LEVY	\$395,494		

Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimate	2020 Budget
CJCC - Community Outreach events	5	10	12
Highest Treatment Court Participant Enrollment	22	22	30
Highest number of participants in Pre-booking Diversion Program	8	10	17
CJCC Coalition attendees/meeting	Unknown	Unknown	10
Percentage of inmates screened for SUD and mental health issues	Unknown	Unknown	90%
Adult Treatment Court Graduates	4	6	10
Percentage of Treatment Court graduates with new criminal justice convictions	0%	10%	24%
Percentage of law enforcement/parole officers trained in CIT in Sauk County	Unknown	Unknown	80%
Number of people referred to SUDS	17	54	80
Number of individuals enrolled in SUDS	8	10	60
Number of participants provided HSED/GED tutoring	NA	NA	40
Number of peer support specialists trained and engaged	NA	NA	5
Percentage of care management plans developed	NA	NA	1

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

Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Treatment Court - Recidivism Rates of Successful Graduates @ 0 - 6 mo. month post program completion	Drug Court is impacting sobriety and reducing recidivism six months post programming.	0%	0%	0%
Treatment Court - Recidivism Rates of Successful Graduates @ 7 - 12 month post program completion	Drug Court is impacting long sobriety and reducing recidivism one year post programming.	0%	0%	0%
Treatment Court - Recidivism Rates of Successful Graduates @ 13 - 24 month post program completion	Drug Court is impacting long term sobriety and reducing recidivism two years post programming.	N/A	<20%	<25%
Treatment Court - Recidivism Rates of Successful Graduates @ 25 - 36 month post program completion	Drug Court is impacting long term sobriety and reducing recidivism two years post programming.	N/A	<20%	<25%
Pre-Booking Diversion - Rate of completion for individuals referred through law enforcement contact/criminal behavior	Pre-Booking Diversion is diverting individuals from being criminally charged for misdemeanor or ordinance offenses motivated by addiction	N/A	75%	75%
Pre-Booking Diversion - Rate of completion for individuals referred through social contact	Pre-Booking Diversion is connecting individuals with a known substance use disorder with treatment and intensive case management to prevent future criminal behavior	N/A	10%	30%
CJCC and sub-committees - Obtain quorum for every monthly meeting	To demonstrate member commitment and avoid unnecessary delays in committee action	97%	100%	100%
Re-Entry/Pre-trial monitoring - all individuals booked for a criminal offense will have a risk assessment completed	To identify risk of recidivism, identify criminogenic needs, equip attorneys/judges with information for bond, and identify eligible individuals for CJCC programs.	N/A	N/A	100%

Health Departments

Oversight Committee: **Public Health Board**

Public Health Director

1.00 FTE

Public Health Deputy Director

1.00 FTE

Environmental Health	Public Health		Women, Infants & Children	Criminal Justice Coordinating
Environmental Health Manager 1.00 FTE	Nurse Manager 1.00 FTE	Public Health Nurse (Nurse Family Partnership) 3.73 FTE	Nutrition Programs Coordinator 1.00 FTE	Criminal Justice Program Manager 1.00 FTE
Registered Sanitarian 4.00 FTE	Public Health Nurse 6.00 FTE	Quality Improvement Coordinator 1.00 FTE	Registered Dietitian 1.58 FTE	Justice Alternatives Case Coordinator 3.00 FTE
Environmental Health Technician 1.00 FTE	Public Health Technician Environmental Health 0.10 FTE Public Health 1.25 FTE	Accounting Specialist 1.00 FTE	Administrative Support / Health Screener 0.78 FTE	Re-Entry Coordinator 1.00 FTE
Program Assistant 1.00 FTE	Home Health Aide (Foot Clinic) 1.27 FTE	Dental Hygienist Project 0.42 FTE	Administrative Support / Receptionist WIC 0.34 FTE Public Health 0.33 FTE Environmental Health 0.33 FTE	Education Navigator 0.75 FTE
	Health Educator 2.00 FTE	Financial Analyst Public Health 0.80 FTE Environmental Health 0.20 FTE		Administrative Specialist 1.00 FTE
		Community Health Strategist 1.00 FTE		

	2016	2017	2018	2019	2020
Public Health					
FTE Change	0.83	3.77	0.59	3.06	0.77
FTE Balance	13.61	17.38	17.97	21.03	21.80
Environmental Health					
FTE Change	0.17	2.26	0.65	-0.35	0.50
FTE Balance	4.57	6.83	7.48	7.13	7.63
Women, Infants & Children (WIC)					
FTE Change	-1.93	-0.21	-0.90	0.00	-0.42
FTE Balance	5.23	5.02	4.12	4.12	3.70
Criminal Justice Coordinating (CJC)					
FTE Change	1.00	2.25	0.45	1.30	1.75
FTE Balance	1.00	3.25	3.70	5.00	6.75
Total					
FTE Change	0.07	8.07	0.79	4.01	2.60
FTE Balance	24.41	32.48	33.27	37.28	39.88

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
CRIMINAL JUSTICE COORDINATING											
Revenues											
Tax Levy	240,000	276,079	363,042	397,461	397,461	395,494	(1,967)	-0.49%	None	0	0
Grants & Aids	0	82,642	203,269	216,733	216,733	511,233	294,500	135.88%			
User Fees	7,339	9,824	11,172	4,000	4,000	4,000	0	0.00%	2020 Total	0	0
Use of Fund Balance	0	0	0	17,975	17,975	0	(17,975)	-100.00%			
Total Revenues	247,339	368,545	577,483	636,169	636,169	910,727	274,558	43.16%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
Expenses											
Labor	88,335	147,624	226,000	288,701	288,701	386,292	97,591	33.80%			
Labor Benefits	16,724	47,865	57,516	94,898	94,898	144,331	49,433	52.09%			
Supplies & Services	69,814	136,484	166,859	252,570	252,570	380,104	127,534	50.49%			
Addition to Fund Balance	72,466	36,571	127,108	0	0	0	0	0.00%			
Total Expenses	247,339	368,545	577,483	636,169	636,169	910,727	274,558	43.16%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

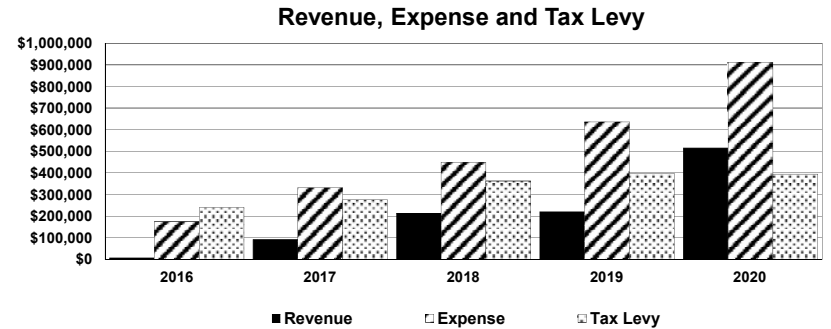
2020 Highlights & Issues on the Horizon

Criminal Justice Coordinating (CJC) has transitioned to the Health Department for management and oversight as of June 16, 2019. The 2020 budget continues to support the efforts of the CJC programs and its growth.

Pre-Trial Diversion Programing for 2019 is being considered. A subcommittee has been set up, but no plan is in place yet for what programming will be offered.

CJC staffing in 2020 includes 1.0 full-time Administrative Specialist and 1.0 full-time Re-Entry Coordinator.

Community Development Block Grant (CDBG) Funds of \$400,000 over two (2) years will fund the Re-Entry Coordinator and provide participants with job training, food pantry, substance abuse services, health & dental services, childcare, housing, transportation assistance, and education assistance. Future funding for sustainability of the program will be investigated until then.



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CRIMINAL JUSTICE COORD.	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10027 CRIMINAL JUSTICE COORDINATING										
411100 GENERAL PROPERTY TAXES	-276,079	-276,079	-363,042	-363,042	100%	-198,731	-397,461	-397,461	-395,494	-1,967
422160 HO-CHUNK GAMING GRANT	0	-7,000	0	0	0%	0	0	0	0	0
424275 TREATMENT ALTERNATIVES & DIVER	-116,733	-75,642	-116,733	-157,824	135%	-24,201	-116,733	-116,733	-116,733	0
424276 PRE-BOOKING DIVERSION	0	0	0	-45,295	0%	-43,643	-100,000	-100,000	-100,000	0
424496 SSM HEALTH GRANT	0	0	0	0	0%	0	0	0	-94,500	94,500
425662 CDBG CLOSE GRANT	0	0	0	0	0%	0	0	0	-200,000	200,000
425971 NE WIS AREA HLTH ED CENTER	0	0	0	-150	0%	0	0	0	0	0
451211 OP AFTER REVOCATION PROG FEES	-7,500	-7,559	-4,000	-7,110	178%	-885	0	0	0	0
451212 TREATMENT COURT USER FEES	-5,000	-2,265	-3,000	-4,062	135%	-4,145	-4,000	-4,000	-4,000	0
493010 FUND BALANCE APPLIED	0	0	0	0	0%	0	-3,475	0	0	-3,475
493200 CONTINUING APPROP PRIOR YEAR	-45,000	0	0	0	0%	0	0	0	0	0
TOTAL CRIMINAL JUSTICE COORDINATING	-450,312	-368,545	-486,775	-577,483	119%	-271,604	-621,669	-618,194	-910,727	289,058
10027133 CRIMINAL JUSTICE COORD.										
511100 SALARIES PERMANENT REGULAR	176,495	51,322	85,551	108,556	127%	52,007	101,998	101,998	353,169	251,171
511900 LONGEVITY-FULL TIME	60	0	0	0	0%	0	0	0	0	0
512100 WAGES-PART TIME	0	0	0	0	0%	10,206	0	0	33,123	33,123
514100 FICA & MEDICARE TAX	13,506	3,927	6,545	7,885	120%	4,471	7,803	7,803	29,552	21,749
514200 RETIREMENT-COUNTY SHARE	12,006	3,282	5,732	7,096	124%	4,074	6,681	6,681	26,076	19,395
514400 HEALTH INSURANCE COUNTY	33,821	0	6,261	17,618	281%	12,654	22,766	22,766	85,293	62,527
514500 LIFE INSURANCE COUNTY SHARE	25	3	9	15	163%	9	20	20	114	94
514600 WORKERS COMPENSATION	2,189	29	407	421	104%	224	441	441	3,296	2,855
520900 CONTRACTED SERVICES	197,297	0	0	0	0%	5,350	0	0	203,370	203,370
520912 URINE ANALYSIS	0	0	0	0	0%	0	0	0	37,982	37,982
520913 TREATMENT	0	0	0	0	0%	0	0	0	23,000	23,000
520914 MONITORING	0	0	0	0	0%	0	0	0	17,000	17,000
522500 TELEPHONE	1,100	1,184	1,100	679	62%	399	500	700	2,055	1,555
528600 TRANSPORTATION	0	0	0	0	0%	0	0	0	2,500	2,500
531100 POSTAGE AND BOX RENT	225	48	100	25	25%	13	100	25	120	20
531200 OFFICE SUPPLIES AND EXPENSE	600	1,776	500	782	156%	493	500	600	15,041	14,541
531800 MIS DEPARTMENT CHARGEBACKS	3,563	2,596	2,024	3,779	187%	3,005	6,200	6,200	17,223	11,023
532500 SEMINARS AND REGISTRATIONS	3,700	360	3,400	5,230	154%	1,025	2,500	2,500	8,880	6,380
533200 MILEAGE	1,500	112	1,000	245	24%	0	250	250	9,785	9,535
533500 MEALS AND LODGING	1,000	8	1,000	128	13%	315	500	500	3,500	3,000
535100 VEHICLE FUEL / OIL	0	0	0	0	0%	21	0	0	0	0
537500 PROGRAM INCENTIVES & EXPENSES	3,225	228	3,225	0	0%	0	500	500	16,500	16,000
538130 HOUSING ASSISTANCE	0	0	0	0	0%	0	0	0	22,648	22,648
538530 OUTREACH AND DEVELOPMENT	0	0	0	400	0%	0	500	500	500	0
TOTAL CRIMINAL JUSTICE COORDINATING	450,312	64,874	116,854	152,860	131%	94,266	151,259	151,484	910,727	759,468

Fund: GENERAL FUND										\$ Change
Department: CRIMINAL JUSTICE COORD.	2017	2017	2018	2018	2018	2019	2019	2019	2020	2019
	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		Adopted To
	Budget		Budget		Used	Actual	Budget			2020
10027135 TREATMENT COURT										
511100 SALARIES PERMANENT REGULAR	0	95,453	121,966	94,968	78%	54,649	130,878	130,878	0	-130,878
511200 SALARIES-PERMANENT-OVERTIME	0	850	0	0	0%	0	0	0	0	0
514100 FICA & MEDICARE TAX	0	6,986	9,330	7,005	75%	4,028	10,012	10,012	0	-10,012
514200 RETIREMENT-COUNTY SHARE	0	6,106	8,172	6,268	77%	3,579	8,573	8,573	0	-8,573
514400 HEALTH INSURANCE COUNTY SHARE	0	26,549	31,797	4,613	15%	3,505	11,979	11,979	0	-11,979
514500 LIFE INSURANCE COUNTY SHARE	0	64	80	41	51%	29	10	10	0	-10
514600 WORKERS COMPENSATION	0	920	1,213	1,042	86%	661	1,310	1,310	0	-1,310
520900 CONTRACTED SERVICES	0	0	0	0	0%	8,250	0	0	0	0
520912 URINE ANALYSIS	0	46,062	52,000	44,995	87%	23,036	60,000	60,000	0	-60,000
520913 TREATMENT	0	4,045	25,000	3,370	13%	1,515	8,000	20,000	0	-8,000
520914 MONITORING	0	5,079	40,000	5,354	13%	2,170	17,000	17,000	0	-17,000
522500 TELEPHONE	0	0	550	911	166%	277	750	750	0	-750
528600 TRANSPORTATION	0	13,200	10,000	4,000	40%	0	2,500	5,000	0	-2,500
531100 POSTAGE AND BOX RENT	0	0	0	46	0%	15	20	20	0	-20
531200 OFFICE SUPPLIES AND EXPENSE	0	646	0	3,495	0%	2,374	3,500	3,500	0	-3,500
531800 MIS DEPARTMENT CHARGEBACKS	0	0	0	2,970	0%	0	0	0	0	0
532500 SEMINARS AND REGISTRATIONS	0	380	0	2,160	0%	2,275	5,000	5,000	0	-5,000
533200 MILEAGE	0	284	500	391	78%	24	750	750	0	-750
533500 MEALS AND LODGING	0	30	250	1,322	529%	698	3,000	3,000	0	-3,000
537500 PROGRAM INCENTIVES	0	1,752	0	1,925	0%	885	3,500	3,500	0	-3,500
538130 HOUSING ASSISTANCE	0	12,630	17,000	18,685	110%	4,930	40,000	40,000	0	-40,000
TOTAL TREATMENT COURT	0	221,035	317,858	203,562	64%	112,901	306,782	321,282	0	-306,782
10027136 OPERATING AFTER REVOCATION										
511100 SALARIES PERMANENT REGULAR	0	0	5,243	0	0%	0	0	0	0	0
514100 FICA & MEDICARE TAX	0	0	402	0	0%	0	0	0	0	0
514200 RETIREMENT-COUNTY SHARE	0	0	351	0	0%	0	0	0	0	0
514600 WORKERS COMPENSATION	0	0	3	0	0%	0	0	0	0	0
520911 OAR DIVERSION	0	46,064	46,064	45,539	99%	7,190	7,500	7,500	0	-7,500
TOTAL OPERATING AFTER REVOCATION	0	46,064	52,063	45,539	87%	7,190	7,500	7,500	0	-7,500
10027137 PRE-BOOKING DIVERSION										
511100 SALARIES PERMANENT REGULAR	0	0	0	22,476	0%	28,033	55,825	55,825	0	-55,825
514100 FICA & MEDICARE TAX	0	0	0	1,665	0%	2,046	4,271	4,271	0	-4,271
514200 RETIREMENT-COUNTY SHARE	0	0	0	1,502	0%	1,836	3,657	3,657	0	-3,657
514400 HEALTH INSURANCE COUNTY SHARE	0	0	0	2,080	0%	3,505	16,693	16,693	0	-16,693
514500 LIFE INSURANCE COUNTY SHARE	0	0	0	7	0%	8	7	7	0	-7
514600 WORKERS COMPENSATION	0	0	0	258	0%	339	675	675	0	-675
520900 CONTRACTED SERVICES	0	0	0	2,875	0%	16,150	0	0	0	0
520912 URINE ANALYSIS	0	0	0	73	0%	131	5,000	5,000	0	-5,000

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CRIMINAL JUSTICE COORD.	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10027137 PRE-BOOKING DIVERSION										
520913 TREATMENT	0	0	0	175	0%	0	15,000	15,000	0	-15,000
522500 TELEPHONE	0	0	0	350	0%	237	1,000	1,000	0	-1,000
528600 TRANSPORTATION	0	0	0	0	0%	1,600	0	0	0	0
531200 OFFICE SUPPLIES AND EXPENSE	0	0	0	6,170	0%	880	500	500	0	-500
531500 FORMS AND PRINTING	0	0	0	34	0%	52	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	0	0	0	6,469	0%	0	0	0	0	0
532500 SEMINARS AND REGISTRATIONS	0	0	0	654	0%	414	500	500	0	-500
532800 TRAINING	0	0	0	2,250	0%	0	0	0	0	0
533100 VEHICLE EXPENSES	0	0	0	0	0%	50	0	0	0	0
533200 MILEAGE	0	0	0	555	0%	84	3,000	2,775	0	-3,000
533500 MEALS AND LODGING	0	0	0	822	0%	422	0	0	0	0
535100 VEHICLE FUEL / OIL	0	0	0	0	0%	99	0	0	0	0
538130 HOUSING ASSISTANCE	0	0	0	0	0%	700	0	0	0	0
TOTAL PRE-BOOKING DIVERSION	0	0	0	48,415	0%	56,587	106,128	105,903	0	-106,128
10027138 PRE-TRIAL DIVERSION										
520900 CONTRACTED SERVICES	0	0	0	0	0%	4,610	50,000	50,000	0	-50,000
TOTAL PRE-TRIAL DIVERSION	0	0	0	0	0%	4,610	50,000	50,000	0	-50,000
TOTAL DEPARTMENT REVENUE	-450,312	-368,545	-486,775	-577,483	119%	-271,604	-621,669	-618,194	-910,727	289,058
TOTAL DEPARTMENT EXPENSE	450,312	331,974	486,775	450,375	93%	275,555	621,669	636,169	910,727	289,058
-ADDITION TO / USE OF FUND BALANCE	0	-36,571	0	-127,108		3,951	0	17,975	0	

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	2017	2017	2018	2018	2019	2019	2019		\$ Change	
Department	General Non-Departmental 999	Adopted Budget	2017 Actual	Adopted Budget	2018 Actual	% Used	6 Months Actual	Adopted Budget	2019 Estimated	2020	2019 Amended to 2020
10999 GENERAL REVENUES											
411100 General Property Taxes		6,479,909.00	6,481,148.10	7,397,230.00	7,416,481.48	100%	3,410,371.50	6,820,743.00	6,820,743.00	7,967,436.00	(1,146,693.00)
412100 Sales Tax Discount		(150.00)	(135.88)	(130.00)	(125.01)	96%	(60.00)	(130.00)	(130.00)	(130.00)	-
Retailer's Discount retained on taxable sales made by the County.											
412200 County Sales Tax Revenues		(8,020,000.00)	(9,172,922.77)	(8,775,658.00)	(9,383,466.88)	107%	(2,606,045.51)	(8,775,658.00)	(9,275,000.00)	(9,889,000.00)	1,113,342.00
One-half percent sales tax initiated in 1992. Pursuant to Chapter 2 Taxes, Collections, and Assessment, Subchapter III County Sales and Use Tax, 2.300(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."											
422100 Shared Revenue		(701,889.00)	(709,855.14)	(702,079.00)	(749,373.61)	107%	-	(746,603.00)	(758,160.00)	(750,202.00)	3,599.00
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.											
422150 Computer Aid		(95,000.00)	(92,128.00)	(90,000.00)	(93,482.28)	104%	-	(90,000.00)	(95,745.00)	(95,744.00)	5,744.00
Payment from the State to offset the taxable value lost when business computers were exempted from personal property tax.											
422151 Personal Property Aid		-	-	-	-	0%	(266,018.98)	(266,019.00)	(266,019.00)	(215,540.00)	(50,479.00)
Payment from the State to offset the taxable value lost for machinery, tools, and patterns exempted from personal property tax (new in 2019).											
424120 Indirect Cost Reimbursement		(139,097.00)	(139,097.14)	(108,939.00)	(148,781.16)	137%	(50,982.00)	(101,964.00)	(101,964.00)	(156,892.00)	54,928.00
Reimbursement from certain Federal and State programs for the cost of central services provided by County departments.											
424635 Arts & Humanities Grants		(7,010.00)	(7,010.00)	(7,010.00)	(7,010.00)	100%	(7,750.00)	(7,750.00)	(7,750.00)	(7,750.00)	-
Advocate for and expand arts, humanities and historic resources in the County.											
481420 Interest on Loan Payments		(47.00)	(58.17)	(28.00)	(32.05)	114%	(7,071.56)	(52,158.00)	(27,911.00)	To Admin Coordinator (AC) in 2020	(52,158.00)
Interest payments for De-Federalized CDBG-ED loans from CDBG Close program. Prior to 2019 interest was for Tri-County Airport hangar loan, complete 2018.											
481500 Principal Loan Payments		-	-	-	-	0%	(8,666.60)	(42,271.00)	(35,042.00)	To AC in 2020	(42,271.00)
Principal payments for outstanding De-Federalized CDBG-ED loans from CDBG Close program.											

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	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020	\$ Change 2019 Amended to 2020
482100	Rent of County Buildings	(135,691.00)	(136,979.04)	(138,177.00)	(135,623.55)	98%	(70,951.87)	(134,302.00)	(135,005.00)	To Building Services in 2020	(134,302.00)
	Rent of space to the Wis Dept of Natural Resources Forester, Federal Farm Service Agency, Humane Society, VARC, Workforce Development Board of South Central Wisconsin, and Department of Workforce Development. (DNR ended 2018.)										
483600	Sale of County Owned Property	(5,000.00)	(8,103.57)	(7,000.00)	(13,566.15)	194%	(1,305.00)	(8,000.00)	(8,000.00)	(8,000.00)	-
	Proceeds from sale of surplus property.										
484110	Miscellaneous Revenues	(1,000.00)	(334.04)	(1,000.00)	(2,075.65)	208%	(423.39)	(1,000.00)	(1,000.00)	(1,000.00)	-
	Miscellaneous revenues.										
492200	Transfer from Special Revenue Funds	(7,000.00)	(344,182.49)	(7,000.00)	(1,953,640.67)	27909%	(1,023,544.93)	(7,000.00)	(1,110,045.00)	(90,000.00)	83,000.00
	2017-2020 - Transfer of Human Services excess fund balance and interfund investment income.										
492600	Transfer from Enterprise Funds	(734,600.00)	(755,433.45)	(733,877.00)	(1,213,660.28)	165%	(3,500.02)	(7,000.00)	(40,000.00)	(40,000.00)	33,000.00
	Transfer of Supplemental Payment (SP) Program revenues from the Health Care Center (transfer of SP ended 2018) and interfund investment income.										
492700	Transfer from Highway Fund	(8,000.00)	(55,478.55)	(8,000.00)	(152,514.95)	1906%	(35,000.02)	(70,000.00)	(150,000.00)	(120,000.00)	50,000.00
	Transfer of interfund investment income.										
493100	General Fund Applied	(1,065,440.00)	-	(1,823,215.00)	-	0%	-	(2,040,983.00)	-	(706,000.00)	(1,334,983.00)
	Use of General Fund balance to fund selected non-recurring projects. A budget only account; no actual revenues are received. Vacancy factor: \$600,000 2017; \$700,000 2018; \$525,000 2019; \$300,000 2020. Contingency fund of \$350,000 in 2017-2020. 2017: Home Care unemployment \$115,440. 2018: HCC Assisted Living study \$485,000. 2018: Mid-Continent Railway Museum \$77,000. 2018: ADRC Building Remodel \$186,215. 2018: Sauk County Development Corp \$25,000. 2019: UW-Baraboo/Sauk County Theater & Arts Renovations \$50,000. 2019: HCC Grounds Equipment \$34,500 2019: HCC HVAC Humidification/Legionella Control \$22,000. 2019: Mid-Continent Railway Museum \$125,000 2019: CDBG Close Program \$934,483 2020: Transfer to Human Services for 3 outside agencies \$56,000										
493200	Continuing Appropriations from Prior Year	(683,250.00)	-	-	-	0%	-	-	-	-	-
	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. 2017 ATC Environmental impact fees.										
493455	Continuing Appropriations AHHP	-	-	-	-	0%	-	-	-	(15,000.00)	15,000.00
	Re-appropriation of Arts, Humanities & Historic Preservation previously budgeted funds.										
TOTAL GENERAL REVENUES		(5,123,265.00)	(4,940,570.14)	(5,004,883.00)	(6,436,870.76)	129%	(670,948.38)	(5,530,095.00)	(5,191,028.00)	(4,127,822.00)	(1,402,273.00)

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	2017	2017	2018	2018	2019	2019	2019		\$ Change	
Department	General Non-Departmental 999	Adopted Budget	Actual	Adopted Budget	Actual	% Used	6 Months Actual	Adopted Budget	2019 Estimated	2020	2019 Amended to 2020
GENERAL EXPENSES											
10999148-524000	Miscellaneous Expenses	1,883.00	-	100.00	4,195.14	4195%	-	1,185.00	100.00	500.00	(685.00)
Miscellaneous expenses.											
10999148-524700	Charitable and Penal Charges	242.00	242.42	212.00	212.48	100%	253.03	253.00	253.00	174.00	(79.00)
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.											
10999148-539100	Other Supplies & Expense	-	-	-	-	0%	-	94,429.00	-	To AC in 2020	(94,429.00)
Expenditure of de-Federalized CDBG-ED loan repayments from 10999-4814200 & 481500 (moving to Administrative Coordinator											
10999190-526100	Contingency Expense	350,000.00	-	350,000.00	-	0%	-	350,000.00	-	350,000.00	-
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.											
10999350	Airports										
526100-99004	Tri-County Airport	15,665.00	15,665.00	16,422.00	16,422.00	100%	16,422.00	16,422.00	16,422.00	To AC in 2020	(16,422.00)
526100-99003	Sauk-Prairie Airport	4,100.00	4,100.00	4,100.00	4,100.00	100%	4,100.00	4,100.00	4,100.00	To AC in 2020	(4,100.00)
526100-99002	Reedsburg Airport	4,100.00	4,100.00	4,100.00	4,100.00	100%	4,100.00	4,100.00	4,100.00	To AC in 2020	(4,100.00)
526100-99001	Baraboo-Dells Airport	4,100.00	4,100.00	4,100.00	4,100.00	100%	4,100.00	4,100.00	4,100.00	To AC in 2020	(4,100.00)
TOTAL AIRPORTS		27,965.00	27,965.00	28,722.00	28,722.00	100%	28,722.00	28,722.00	28,722.00	To AC in 2020	(28,722.00)
10999360-526100	Wisconsin River Rail Transit	28,000.00	28,000.00	28,000.00	28,000.00	100%	30,000.00	30,000.00	30,000.00	To AC in 2020	(30,000.00)
Eight-county consortium to maintain and manage existing railroad right-of-way.											
10999361-526100	Pink Lady Rail Transit Commission	1,200.00	1,200.00	1,200.00	1,200.00	100%	750.00	750.00	750.00	To AC in 2020	(750.00)
Commission to promote rail service along the line from Madison to Reedsburg, WI.											

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	2017		2018		2018	2019		2019	\$ Change
		Adopted Budget	2017 Actual	Adopted Budget	2018 Actual	% Used	6 Months Actual	Adopted Budget		
Department	General Non-Departmental 999									
10999362	Mid-Continent Railway Museum	-	-	77,000.00	77,000.00	100%	125,000.00	125,000.00	125,000.00	-
	Living museum to educate about the Golden Years of Railroads.									(125,000.00)
10999510	Sauk County Library Board	1,027,131.00	1,027,730.06	1,044,698.00	1,044,866.51	100%	1,074,059.59	1,074,904.00	1,075,020.00	1,173,754.00
	Provide library service for rural county residents.									98,850.00
10999513	Arts, Humanities Grant	75,772.00	77,831.61	75,772.00	76,784.35	101%	91,267.76	100,172.00	100,172.00	92,495.00
	Advocate for and expand arts, humanities and historic resources in the County.									(7,677.00)
10999562	UW-Baraboo/Sauk County Operating & Outlay	131,000.00	131,000.00	102,500.00	102,500.00	100%	102,500.00	102,500.00	102,500.00	60,000.00
10999562	UW-Baraboo/Sauk County Science Facility	-	-	-	-	0%	-	50,000.00	-	-
	50/50 Partnership between the City of Baraboo and Sauk County for UW-Baraboo/Sauk County campus maintenance of buildings and land.									(42,500.00)
10999677-526100	Sauk County Development Corp	50,000.00	50,000.00	75,000.00	71,250.00	95%	50,000.00	50,000.00	50,000.00	To AC in 2020
	Promote and retain diverse economic vitality for Sauk County and its communities.									(50,000.00)
10999683-526100	ATC Environmental Impact Fee Projects	683,250.00	250,572.18	-	150,001.18	0%	31,588.83	-	282,677.00	-
	Badger Coulee transmission line environmental impact fee projects.									-
10999900-592000	Transfer to Special Revenue Funds	-	-	186,215.00	-	0%	904,338.02	934,483.00	904,338.00	56,000.00
	2018 - ADRC Building Remodel (project not pursued)									(878,483.00)
	2019 - CDBG ED Loan Close program payment to State									
	2020 - Human Services for 3 outside agencies									
10999900-595000	Transfer to Debt Service Fund	1,425,334.00	1,425,334.00	1,418,297.00	1,418,297.00	100%	698,228.02	1,396,456.00	1,396,456.00	1,361,089.00
	Transfer of sales tax proceeds to fund debt service.									(35,367.00)
10999900-596000	Transfer to Enterprise Funds	1,321,488.00	1,206,048.00	1,132,167.00	1,132,167.00	100%	978,183.50	1,134,741.00	1,141,440.00	1,033,810.00
	Transfer of sales tax proceeds to fund Health Care Center debt service.									(100,931.00)
	Transfer to Health Care Center for capital items:	-	-	485,000.00	36,000	7%	-	56,500.00	467,313.00	-
	2018 - Assisted Living study									(56,500.00)
	2019 - Grounds equipment, HVAC, Certified Public Expenditure Medicaid program									
TOTAL GENERAL EXPENSES		5,123,265.00	4,225,923.27	5,004,883.00	4,171,195.18	83%	4,114,890.75	5,530,095.00	5,704,741.00	4,127,822.00
TOTAL DEPARTMENT REVENUE		(5,123,265.00)	(4,940,570.14)	(5,004,883.00)	(6,436,870.76)	129%	(670,948.38)	(5,530,095.00)	(5,191,028.00)	(4,127,822.00)
TOTAL DEPARTMENT EXPENSE		5,123,265.00	4,225,923.27	5,004,883.00	4,171,195.18	83%	4,114,890.75	5,530,095.00	5,704,741.00	4,127,822.00
ADDITION TO (-)/USE OF FUND BALANCE		-	(714,646.87)	-	(2,265,675.58)		3,443,942.37	-	513,713.00	-

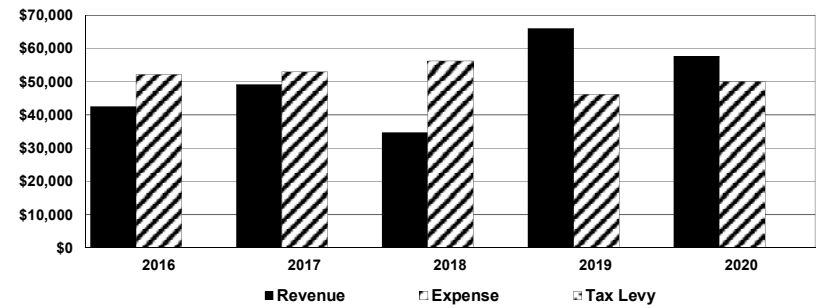
	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
INSURANCE FUND											
<u>Revenues</u>											
Intergovernmental	21,002	35,365	27,598	117,116	49,225	49,711	(67,405)	-57.55%	None	0	0
Interest	154	6,395	6,992	3,300	9,000	8,000	4,700	142.42%			
Miscellaneous	21,330	7,327	0	0	7,809	0	0	0.00%	2020 Total	0	0
Use of Fund Balance	9,696	0	21,626	0	0	0	0	0.00%			
Total Revenues	52,182	49,087	56,216	120,416	66,034	57,711	(62,705)	-52.07%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
<u>Expenses</u>											
Supplies & Services	52,182	52,921	56,216	64,500	46,147	50,000	(14,500)	-22.48%			
Addition to Fund Balance	0	(3,834)	0	55,916	19,887	7,711	(48,205)	-86.21%			
Total Expenses	52,182	49,087	56,216	120,416	66,034	57,711	(62,705)	-52.07%			
Beginning of Year Fund Balance	485,931	476,235	472,401		450,775	470,662					
End of Year Fund Balance	476,235	472,401	450,775		470,662	478,373					

2020 Highlights & Issues on the Horizon

Charges to departments to bring the estimated fund balance back to its minimum of \$500,000, as well as meet 2020 expenses.

Estimated premiums are increasing for liability insurance

Revenue, Expense and Tax Levy



Fund: COUNTY INSURANCE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: GENERAL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
73999 COUNTY INSURANCE REVENUE										
474010 DEPARTMENTAL CHARGES	-95,424	-35,365	-136,421	-27,598	20%	-49,225	-117,116	-49,225	-49,711	-67,405
481100 INTEREST ON INVESTMENTS	-1,200	-6,395	-2,200	-6,992	318%	-5,192	-3,300	-9,000	-8,000	4,700
486400 DEDUCTIBLE FUND REFUNDS/DIVIDE	0	-7,327	0	0	0%	-7,809	0	-7,809	0	0
TOTAL COUNTY INSURANCE REVENUE	-96,624	-49,087	-138,621	-34,590	25%	-62,225	-120,416	-66,034	-57,711	-62,705
73999157 NON DEPARTMENT INSURANCE/BOND										
551400 COLLISION & COMPREHENSIVE	6,000	0	6,000	0	0%	0	3,000	0	0	-3,000
551900 INSURANCE-GENERAL LIABILITY	37,000	46,664	48,000	49,959	104%	41,435	55,000	41,435	45,000	-10,000
552200 EMPLOYEE BONDS	6,500	6,257	6,500	6,257	96%	4,712	6,500	4,712	5,000	-1,500
574500 SETTLEMENTS	0	0	0	0	0%	35,000	0	0	0	0
TOTAL NON DEPARTMENT INSURANCE/BOND	49,500	52,921	60,500	56,216	93%	81,147	64,500	46,147	50,000	-14,500
73999930 ADDITION TO FUND BALANCE										
593000 ADDTN TO FUND BAL/RET EARNINGS	47,124	0	78,121	0	0%	0	55,916	0	7,711	-48,205
TOTAL ADDITION TO FUND BALANCE	47,124	0	78,121	0	0%	0	55,916	0	7,711	-48,205
TOTAL DEPARTMENT REVENUE	-96,624	-49,087	-138,621	-34,590	25%	-62,225	-120,416	-66,034	-57,711	-62,705
TOTAL DEPARTMENT EXPENSE	96,624	52,921	138,621	56,216	41%	81,147	120,416	46,147	57,711	-62,705
-ADDITION TO / USE OF FUND BALANCE	0	3,834	0	21,626		18,922	0	-19,887	0	

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 to the public.

Elements of Countywide Mission Fulfilled

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Placemaking and economic development

General Government - Cooperation

Conservation, Development, Recreation, Culture, and Education - Groundwater study

Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update

Conservation, Development, Recreation, Culture, and Education - Great Sauk State Trail completion

Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land

Conservation, Development, Recreation, Culture, and Education - Comprehensive Outdoor Recreation Plan

Conservation, Development, Recreation, Culture, and Education - Solar Sauk County / more solar initiatives

Public Works - Improve highways/road maintenance

Justice & Public Safety - Emergency response and preparedness

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	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. Obtain Maplex training to support E911 system (funding through Sheriff's Dept)	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	Index created and updated	Develop and Maintain a Tract Index	Ongoing
Improved Integration of Land Information Systems with existing County systems	All section corners and centers updated with current coordinates from tie sheets	Complete Remonumentation of Section Corners countywide, including Center of Section Acquisition	2021-2022
	CPZ CSM upgrade & PZ systems modifications	Improved Coordination among land records departments and overall system upgrades to provide a more efficient streamlined workflow	Ongoing
Preserve, Scan & Index Paper Records	Historic Aerial Photos	Scanning and Indexing of Re-Survey Records	12/31/2024
	Treasurer Green Books & WPA records into GIS	Scanning and Indexing of Green Books & WPA records	12/31/2021
	County highway plans integrated into GIS		Ongoing
	Re-Survey Records integrated into GIS	Scanning and Indexing of Re-Survey Records	7/31/2021
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

Land Records Modernization

Deploy Applications to meet County needs	All applications exist within GIS	Elections Results Application	Ongoing
		Create Place-Making Tour Application to promote attractions in Sauk Co	On Hold
		Open Data Repository	Ongoing
		Imagery & LiDAR Data Download	Ongoing
		Surveyor Application	7/31/2020
Prepare for NG911	GIS data support NG911 data model & accuracy	Incorporate NG911 model into GIS infrastructure	7/31/2020
		Update GIS data to support NG911 specifications	7/31/2021
		Work with Sheriff Department to validate MSAG database to GIS data	7/31/2020
		Assist Sheriff Department in validating ALI (Automatic Location Information) database. Geocode ALI address against GIS data to ensure all addresses can be located.	7/31/2022
Maintain Base Map Data Layers	City data updated in GIS	Incorporate City of Baraboo & City of Reedsburg Zoning into County GIS	Ongoing
	Data provided to program	Provide County Data to Community Maps Program	Ongoing
	GIS maintained with edits	Maintain parcel transactions and history	Ongoing

Land Records Modernization

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 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	User Fees / Misc	\$44,000	1.00	Land Records Council met
			Grants	\$51,000		
			Use of Fund Balance	\$60,908		
			TOTAL REVENUES	\$155,908		
			Wages & Benefits	\$63,011		
			Operating Expenses	\$96,620		
			TOTAL EXPENSES	\$159,631		
COUNTY LEVY	\$3,723					
GIS	Maintenance of tax parcel maps. Provides Land Records Information to the public and other government agencies.	Wis. Stats. 59.72	TOTAL REVENUES	\$0	2.50	Avg turn around time for parcel edits (# of working days)
			Wages & Benefits	\$247,403		
			Operating Expenses	\$0		
			TOTAL EXPENSES	\$247,403		
			COUNTY LEVY	\$247,403		
Outlay	Orthophotography Remonumentation Treasurer - Scanning Project	\$207,597 \$50,000 \$30,000	User Fees / Misc	\$100,000	-	Remonumentation backlog
			Grants	\$0		
			Use of Fund Balance	\$187,597		
			TOTAL REVENUES	\$287,597		
			Wages & Benefits	\$0		
			Operating Expenses	\$287,597		
			TOTAL EXPENSES	\$287,597		
COUNTY LEVY	\$0					
Totals			TOTAL REVENUES	\$443,505	3.50	
			TOTAL EXPENSES	\$694,631		
			COUNTY LEVY	\$251,126		

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Number of parcel edits completed annually			
Hours spent on parcel edits			
Number of Lan Records Council Meetings	3	3	3
GIS requests for service	181	200	
GIS project hours	1854	2002	

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Remonumentation backlog				
Avg turn around time for parcel edits (# of working days)				
Land Records Council met, meeting requirement of Wisconsin Statute		Yes	Yes	Yes

Land Records Modernization

Oversight Committee: **Land Resources & Environment**

Overseen by the
Management Information
Systems Coordinator

**Cartographer /
Land Information Officer**
1.00 FTE

**Geographic Information Systems
(GIS) Coordinator**
1.00 FTE

GIS Specialist
1.00 FTE

GIS Interns
0.49 FTE

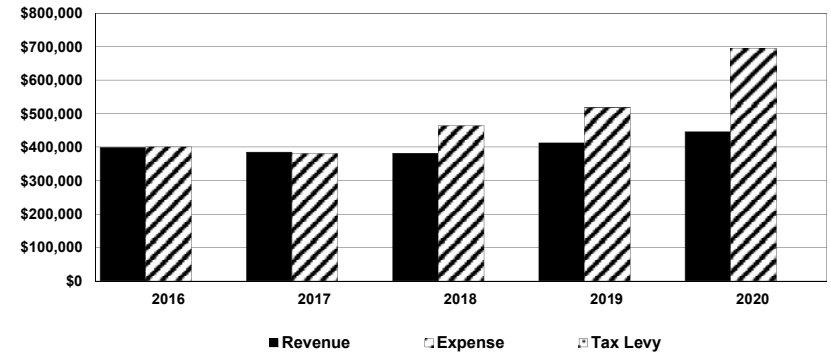
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	3.00	-0.49	-0.01	0.00	-0.50
FTE Balance	4.49	4.00	3.99	3.99	3.49

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
LAND RECORDS MODERNIZATION											
<u>Revenues</u>											
Tax Levy	199,870	198,128	206,242	217,762	217,762	251,126	33,364	15.32%	Orthophotography	207,597	0
Grants & Aids	26,000	51,000	51,000	51,000	51,000	51,000	0	0.00%	Remonumentation	50,000	0
User Fees	168,049	135,768	124,266	144,000	144,000	144,000	0	0.00%	Treasurer Scan Project	30,000	0
Intergovernmental	5,044	0	0	0	0	0	0	0.00%			
Use of Fund Balance	1,857	0	83,006	147,989	105,711	248,505	100,516	67.92%	2020 Total	287,597	0
Total Revenues	400,820	384,896	464,514	560,751	518,473	694,631	133,880	23.88%			
<u>Expenses</u>											
Labor	237,577	219,998	230,049	246,241	240,926	225,045	(21,196)	-8.61%	2021	120,000	0
Labor Benefits	73,009	77,969	82,674	87,647	87,647	85,369	(2,278)	-2.60%	2022	150,000	0
Supplies & Services	41,822	54,051	101,856	111,563	111,900	96,620	(14,943)	-13.39%	2023	120,000	0
Capital Outlay	48,412	28,353	49,936	115,300	78,000	287,597	172,297	149.43%	2024	75,000	0
Addition to Fund Balance	0	4,524	0	0	0	0	0	0.00%			
Total Expenses	400,820	384,896	464,514	560,751	518,473	694,631	133,880	23.88%			
Beginning of Year Fund Balance	588,692	586,835	591,359		508,353	402,642					
End of Year Fund Balance	586,835	591,359	508,353		402,642	154,137					

2020 Highlights & Issues on the Horizon

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

Revenue, Expense and Tax Levy



Fund: LAND RECORDS MODERNIZATION	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: GENERAL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
23999 LAND RECORDS MODERN REVENUE										
411100 GENERAL PROPERTY TAXES	-198,128	-198,128	-206,242	-206,242	100%	-108,881	-217,762	-217,762	-251,126	33,364
424360 S/A WIS LAND INFO BOARD	-51,000	-51,000	-50,000	-51,000	102%	-51,000	-51,000	-51,000	-51,000	0
461700 RECORDING FEES/COUNTY SHARE	-150,000	-135,768	-144,000	-124,266	86%	-55,360	-144,000	-144,000	-144,000	0
483300 SALE OF MATERIAL AND SUPPLIES	-800	0	0	0	0%	0	0	0	0	0
493010 FUND BALANCE APPLIED	-82,030	0	-160,510	0	0%	0	-147,989	0	-248,505	100,516
TOTAL LAND RECORDS MODERN REVENUE	-481,958	-384,896	-560,752	-381,508	68%	-215,241	-560,751	-412,762	-694,631	133,880
23999173 LAND RECORDS MODERNIZATION										
511100 SALARIES PERMANENT REGULAR	212,373	218,974	221,102	228,567	103%	117,102	230,860	230,860	209,869	-20,991
511200 SALARIES-PERMANENT-OVERTIME	1,389	95	1,441	491	34%	0	1,515	1,515	1,565	50
511900 LONGEVITY-FULL TIME	931	931	991	991	100%	0	1,051	1,051	1,111	60
512100 WAGES-PART TIME	13,000	0	13,130	0	0%	0	12,815	7,500	12,500	-315
514100 FICA & MEDICARE TAX	17,418	16,075	18,104	16,578	92%	8,362	18,837	18,837	17,216	-1,621
514200 RETIREMENT-COUNTY SHARE	14,599	14,481	14,978	14,897	99%	7,494	15,289	15,289	14,348	-941
514400 HEALTH INSURANCE COUNTY SHARE	48,007	47,239	50,777	50,988	100%	28,880	53,314	53,314	53,586	272
514500 LIFE INSURANCE COUNTY SHARE	62	51	53	73	138%	42	84	84	87	3
514600 WORKERS COMPENSATION	160	124	142	137	96%	59	123	123	132	9
520100 CONSULTANT AND CONTRACTUAL	20,000	0	20,000	0	0%	0	20,000	5,000	20,000	0
524800 MAINTENANCE AGREEMENT	28,600	0	29,900	20,800	70%	0	29,900	29,900	53,900	24,000
531100 POSTAGE AND BOX RENT	0	32	0	2	0%	18	0	0	0	0
531200 OFFICE SUPPLIES AND EXPENSE	1,000	1,670	1,000	200	20%	0	1,000	1,000	1,000	0
531800 MIS DEPARTMENT CHARGEBACKS	10,919	43,693	75,634	70,117	93%	55,037	47,163	65,000	8,220	-38,943
532500 SEMINARS AND REGISTRATIONS	2,000	2,420	2,000	1,065	53%	1,096	2,000	2,000	2,000	0
532800 TRAINING AND INSERVICE	10,000	4,599	10,000	7,224	72%	536	10,000	7,500	10,000	0
533200 MILEAGE	500	720	500	783	157%	281	500	500	500	0
533500 MEALS AND LODGING	1,000	918	1,000	1,665	166%	3,272	1,000	1,000	1,000	0
581900 CAPITAL OUTLAY	100,000	28,353	100,000	49,936	50%	27,468	115,300	78,000	287,597	172,297
TOTAL LAND RECORDS MODERNIZATION	481,958	380,373	560,752	464,514	83%	249,646	560,751	518,473	694,631	133,880
TOTAL DEPARTMENT REVENUE	-481,958	-384,896	-560,752	-381,508	68%	-215,241	-560,751	-412,762	-694,631	133,880
TOTAL DEPARTMENT EXPENSE	481,958	380,373	560,752	464,514	83%	249,646	560,751	518,473	694,631	133,880
-ADDITION TO / USE OF FUND BALANCE	0	-4,523	0	83,006		34,405	0	105,711	0	

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
<p><u>Sustainability</u></p> <p>To proactively manage the maintenance and security of Sauk County's technology resources and infrastructure; to ensure the dependability, performance and usability of these systems; while implementing strategies to sustainably contain the ongoing cost of ownership.</p>	System performance and availability	Reduce the impact of security measures on end user productivity Maintain Critical down time at less than .001% All down time less than .02%	Ongoing
	All equip replaced per planned replacement schedules	<ul style="list-style-type: none"> • Workstation replacement cycles • Server replacement cycles • Print device replacement cycles 	Ongoing
	Reductions in the annual cost of systems ownership	Find alternatives to current licensing and support models for key systems and infrastructure	December-20
<p><u>Utilization</u></p> <p>To leverage the convergence of user knowledge with system capability, in a manner that seeks to derive the maximum benefit possible from Sauk County's technology resources, and prioritize the utilization of existing systems over the acquisition of new technology solutions.</p>	Improved web content - improved use of calendaring and collaboration - better departmental reporting		Ongoing
	Improved visibility of network and devices	<p>Update Security Technologies</p> <ul style="list-style-type: none"> • Improve Security Monitoring Capabilities • Implement monitoring dashboards (systems) • Improve threat detection • Improve endpoint protection and management 	September-20
		<p>Improve overall utilization of technology through:</p> <ul style="list-style-type: none"> • process improvement • training / training resources 	Ongoing

Management Information Systems

<p>Compliance</p> <p>To enforce appropriate user security and system policy, in a manner that seeks to ensure compliance with applicable rules and regulations, while reasonably mitigating risk.</p>	<p>Policies updated in timely fashion - security incidents managed in a timely fashion - training provided - completion of user assessments (audits)</p>	<p>Improve security and compliance</p> <ul style="list-style-type: none"> • Policy Revisions as required • Dedicated staff and management training • Improve end user awareness and response • Conduct regular security risk assessments 	<p>December-20</p>
	<p>Risk prone percentage</p>	<p>Risk prone percentage lower than industry average per KnowBe4</p>	<p>Ongoing</p>
	<p>Implementation of redundant offsite data center for DR</p>	<p>Improve Disaster Recovery and Business Continuity</p> <ul style="list-style-type: none"> • Implement system redundancy • Develop a continuity plan for key systems • Improve infrastructure at offsite facilities • Regularly test failover and recovery 	<p>December-18</p>
	<p>System Security incidents Reported and followed up on.</p>	<p>Document all incidents through Incident Reporting Process</p>	<p>Ongoing</p>
	<p>Reductions in medium and high risk exposures identified in periodic Security Risk Assessments</p>	<ul style="list-style-type: none"> • Items identified by SRA addressed in a timely fashion • SRA is updated bi annually or less • Continuous improvement in assessment results 	<p>December-21</p>
<p>Continuity between policy and system settings</p>	<ul style="list-style-type: none"> • Improve desktop deployment strategy • Revise: Policy, Standards, Replacement Cycles • Development of a written systems DR plan 	<p>December-20</p>	
<p>Service</p> <p>To provide the array of knowledge based, technology services necessary to support the mission of the department and advance the strategic goals of Sauk County.</p>	<ul style="list-style-type: none"> • Help call Statistics • User Satisfaction Survey • Outside agency hours 	<p>Enhance End User Support:</p> <ul style="list-style-type: none"> • Enhance user support functions • Improve problem resolution times • Improve end user communication and feedback • Improve Helpdesk effectiveness 	<p>Ongoing</p>
	<p>End User / Department satisfaction survey</p>	<ul style="list-style-type: none"> • Surveys conducted randomly following help calls • Annual DH survey at budget time 	<p>July-20</p>
	<p>Requests fulfilled to requesting departments and outside agency specifications</p>	<p>Departmental Requests</p>	<p>Ongoing</p>

Program Evaluation

Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
<p>Technical Support</p> <p>Majority of MIS department work in this program. Encompasses all helpdesk activities, hardware replacement and upgrade, software upgrades and system administration.</p>			Other Revenues	\$794,878	4.30	<p>Average hours per help call</p> <p>Project closed / projects in queue</p>
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$794,878		
			Wages & Benefits	\$386,658		
			Operating Expenses	\$964,575		
			TOTAL EXPENSES	\$1,351,233		
COUNTY LEVY	\$556,354					

Management Information Systems

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	\$2,975	2.84	
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$2,975		
			Wages & Benefits	\$287,932		
			Operating Expenses	\$29,481		
			TOTAL EXPENSES	\$317,413		
			COUNTY LEVY	\$314,438		
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.	45CFR 160 & 164	User Fees	\$0	0.62	
			Grants	\$0		
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$66,277		
			Operating Expenses	\$11,775		
			TOTAL EXPENSES	\$78,052		
			COUNTY LEVY	\$78,052		
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.	45CFR 160 & 164	User Fees	\$0	0.95	Critical and non-critical unplanned downtime Items identified in risk assessment addressed Security incidents reported Security breaches reported
			Grants	\$0		
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$92,081		
			Operating Expenses	\$28,564		
			TOTAL EXPENSES	\$120,645		
			COUNTY LEVY	\$120,645		
External Support	Assist other units of government, within Sauk County, with technology support. Develop cooperative agreements for sharing of resources.		Other Revenues	\$20,000	0.22	Revenues received cover costs
			TOTAL REVENUES	\$20,000		
			Wages & Benefits	\$19,759		
			Operating Expenses	\$756		
			TOTAL EXPENSES	\$20,515		
			COUNTY LEVY	\$515		
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.		Other Revenues	\$22,000	0.44	Downtime in hours Enhanced functions utilized
			TOTAL REVENUES	\$22,000		
			Wages & Benefits	\$39,118		
			Operating Expenses	\$262,250		
			TOTAL EXPENSES	\$301,368		
			COUNTY LEVY	\$279,368		

Management Information Systems

Outlay	Purchase technology items and products for County technology.	Other Revenues	\$676,834	9.37
		TOTAL REVENUES	\$676,834	
		Operating Expenses	\$986,315	
		TOTAL EXPENSES	\$986,315	
Totals		COUNTY LEVY	\$309,481	
		TOTAL REVENUES	\$1,516,687	
		TOTAL EXPENSES	\$3,175,541	
		COUNTY LEVY	\$1,658,854	

Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimate	2020 Budget
Help Call Volume	9,792	9,900	10,500
Help Call Hours	6,790	7,000	7,500
Projects Opened	1,820	1,800	1,800
Projects Closed	1,927	1,800	1,800
Project Hours Total	2,422	2,000	2,000
External Support Hours	327	360	350
Planned System Downtime Hours	67	70	70
Consulting Expenditures	59,339	150,000	140,000
Total Information Technology Expenditure	2,113,047	2,500,000	3,000,000
Number of Trainings Provided by MIS Staff	14	18	18
Number of Employees Attending Trainings Hosted by MIS Staff	59	80	80
Security Incidents Reported	12	20	25
Number of Incidents Determined to be Breaches	4	7	10

Key Outcome Indicators - How well are we doing?

Description	What do the results mean?	2018 Actual	2019 Estimate	2020 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.	0.85	0.00	<8.75 hrs
Non-Critical Unplanned Downtime (in hours)		32.00	3.10	<60 hrs
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	0.69 (41 minutes)	0.85 (51 minutes)	0.90 (54 minutes)
Project Closed / Projects in Queue	This is a measure of capacity vs workload and serves as a partial indicator of effectiveness	45.00%	50.00%	50.00%
Items Identified in Risk Assessment Addressed		7	3	5
Users to complete annual training	Percentage of employees that completed the annual security awareness training	78.00%	85.00%	90.00%
Risk Prone Percentage	Percentage of employees that exhibit risk prone behavior based upon periodic assessments by KnowBe4	13.30%	15.00%	<13%

Management Information Systems

Oversight Committee: **Executive & Legislative**

**Management Information
Systems Director**
1.00 FTE

System Security Specialist
1.00 FTE

Lead Support Technician
1.00 FTE

LAN / WAN Technician
1.00 FTE

Network Support Specialist
1.00 FTE

Program Coordinator
0.50 FTE *

**Computer Support / Help
Desk Technician**
2.00 FTE

Web Applications Developer
0.57 FTE

Software Specialist
1.00 FTE

MIS Intern
0.30 FTE

* Shared position with the Building Services Department

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	-1.67	-0.26	0.00	-1.00	0.00
FTE Balance	10.63	10.37	10.37	9.37	9.37

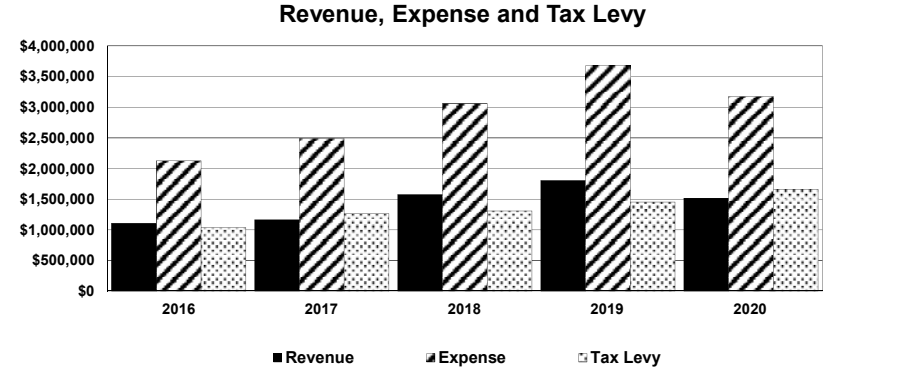
	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
MANAGEMENT INFORMATION SYSTEMS											
<u>Revenues</u>											
Tax Levy	1,035,103	1,261,848	1,307,955	1,454,203	1,454,203	1,658,854	204,651	14.07%	Replacement PC's	181,100	181,100
Grants & Aids	7,500	0	0	0	0	0	0	0.00%	New PC's	41,350	41,350
User Fees	472	505	18,018	22,000	22,000	22,000	0	0.00%	Replacement Printers and Peripherals	8,750	8,750
Intergovernmental	1,095,815	1,162,495	1,558,912	1,783,586	1,783,586	1,494,687	(288,899)	-16.20%	Replacement Copiers	32,900	32,900
Use of Fund Balance	0	64,496	173,120	415,897	415,897	0	(415,897)	-100.00%	New Printers & Peripherals	7,025	7,025
									New Copiers	7,500	7,500
									Software	10,090	10,090
									Replacement Hardware	2,500	2,500
									New Hardware	32,000	32,000
									Network Operating System Software	7,000	7,000
									Network/Virtual Infrastructure	135,600	135,600
									Replacement Systems Hardware	225,000	225,000
									Systems Software Upgrades	38,000	38,000
									New Systems	22,500	22,500
									Imaging System	5,000	5,000
									Avatar System	30,000	30,000
									Phone System	75,000	75,000
									911 System	125,000	125,000
Total Revenues	2,138,890	2,489,344	3,058,005	3,675,686	3,675,686	3,175,541	(500,145)	-13.61%			
<u>Expenses</u>											
Labor	620,124	659,037	694,870	674,944	674,944	686,532	11,588	1.72%			
Labor Benefits	195,760	209,213	210,696	195,860	195,860	205,293	9,433	4.82%			
Supplies & Services	913,681	1,109,220	1,241,465	1,218,925	1,218,925	1,297,401	78,476	6.44%			
Capital Outlay	395,619	511,873	910,974	1,585,957	1,585,957	986,315	(599,642)	-37.81%			
Addition to Fund Balance	13,706	0	0	0	0	0	0	0.00%			
Total Expenses	2,138,890	2,489,344	3,058,005	3,675,686	3,675,686	3,175,541	(500,145)	-13.61%			
Beginning of Year Fund Balance						Included in General Fund Total			2020 Total	986,315	986,315
End of Year Fund Balance									2021	719,500	719,500
									2022	654,500	654,500
									2023	627,500	627,500
									2024	637,500	637,500

2020 Highlights & Issues on the Horizon

2017 Transfer of phone system management from Building Services to Management Information Systems.

Tax levy spending is increasing by \$300,000 or more than 20% over 2019. The primary contributing factors to this increase are the addition of closed captioning services and the appropriation of a portion of the funding required to upgrade the 911 system in 2021. These account for roughly \$162,000 of this increase. Other factors include annual wage adjustments; increases in licensing, support and maintenance agreements; and increased outlay spending for phone system upgrades.

The greatest challenge facing Sauk County with regard to the technology budget is the increasing cost of ownership for technology, due to the ever increasing cost of license and support agreements. MIS is continually looking for options, when purchasing equipment, to help manage these costs into the future.



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: MANAGEMENT INFORMATION SYSTEMS	Adopted Budget	Actual	Adopted Budget	Actual	% Used	6 Months Actual	Adopted Budget	Estimated	Adopted To 2020	2019 Adopted To 2020
10025 MANAGEMENT INFORMATION REVENUE										
411100 GENERAL PROPERTY TAXES	-1,261,848	-1,261,848	-1,307,955	-1,307,955	100%	-727,102	-1,454,203	-1,454,203	-1,658,854	204,651
452050 TELEPHONE REBATES	-22,000	-196	-22,000	-17,761	81%	-8,675	-22,000	-22,000	-22,000	0
472490 LOCAL GOVT/AGENCY PAYMENTS	-25,000	-19,121	-25,000	-12,067	48%	-6,992	-20,000	-20,000	-20,000	0
474010 DEPARTMENTAL CHARGES	-779,788	-948,224	-1,506,638	-1,424,637	95%	-910,115	-1,078,058	-1,591,734	-1,310,183	232,125
474040 REPLACEMENT FUND CHARGES	-195,151	-195,151	-122,208	-122,208	100%	-85,926	-171,852	-171,852	-164,504	-7,348
483300 SALE OF MATERIAL AND SUPPLIES	0	-308	0	-256	0%	-80	0	0	0	0
493010 FUND BALANCE APPLIED	-11,250	0	-93,211	0	0%	0	0	0	0	0
TOTAL MANAGEMENT INFORMATION REVENUE	-2,295,037	-2,424,848	-3,077,012	-2,884,885	94%	-1,738,890	-2,746,113	-3,259,789	-3,175,541	429,428
10025147 MANAGEMENT INFORMATION SYSTEMS										
511100 SALARIES PERMANENT REGULAR	619,390	617,137	644,033	646,044	100%	311,772	619,479	619,479	630,157	10,678
511200 SALARIES-PERMANENT-OVERTIME	9,592	4,058	9,946	9,812	99%	7,102	8,382	8,382	8,702	320
511800 FT WAGES NONPRODUCTIVE	0	0	0	170	0%	0	0	0	0	0
511900 LONGEVITY-FULL TIME	2,020	2,020	2,160	2,190	101%	32	2,087	2,087	2,250	163
512100 WAGES-PART TIME	44,191	35,550	44,701	36,369	81%	18,353	44,683	44,683	45,116	433
512900 LONGEVITY-PART TIME	280	273	294	284	97%	0	313	313	307	-6
514100 FICA & MEDICARE TAX	51,674	48,699	53,637	50,579	94%	24,519	51,633	51,633	52,520	887
514200 RETIREMENT-COUNTY SHARE	45,443	44,788	46,493	46,502	100%	21,331	42,972	42,972	45,855	2,883
514400 HEALTH INSURANCE COUNTY SHARE	104,166	114,877	119,912	112,642	94%	53,619	100,380	100,380	105,919	5,539
514500 LIFE INSURANCE COUNTY SHARE	256	261	263	295	112%	124	242	242	276	34
514600 WORKERS COMPENSATION	743	589	681	678	100%	317	633	633	723	90
514800 UNEMPLOYMENT	9,000	0	0	0	0%	0	0	0	0	0
520100 CONSULTANT AND CONTRACTUAL	63,250	82,578	144,350	127,350	88%	56,498	96,178	96,178	89,255	-6,923
522500 TELEPHONE	50,460	92,475	50,460	69,188	137%	19,553	50,460	50,460	55,460	5,000
522700 911 EMERGENCY NUMBER	36,000	37,512	36,000	36,300	101%	38,969	10,000	30,000	10,000	0
522720 911 SURCHARGE FEE	93,000	89,781	93,000	89,781	97%	37,409	93,000	93,000	93,000	0
524100 COMPUTER SUPPORT / MNT	708,865	767,784	836,218	870,221	104%	709,707	911,827	891,827	979,726	67,899
524800 MAINTENANCE AGREEMENT	30,000	1,218	30,000	2,604	9%	0	0	0	0	0
531100 POSTAGE AND BOX RENT	250	18	250	77	31%	80	250	250	250	0
531200 OFFICE SUPPLIES AND EXPENSE	2,000	297	2,000	388	19%	0	2,000	2,000	2,000	0
531400 SMALL EQUIPMENT	30,000	3,216	30,000	0	0%	0	0	0	0	0
532200 SUBSCRIPTIONS	1,200	0	1,200	0	0%	0	1,200	1,200	1,200	0
532400 MEMBERSHIP DUES	1,000	425	1,000	425	43%	50	1,000	1,000	1,000	0
532500 SEMINARS AND REGISTRATIONS	1,500	125	1,500	305	20%	2,495	1,500	1,500	1,500	0
532600 ADVERTISING	250	0	250	0	0%	0	250	250	250	0
532800 TRAINING AND INSERVICE	7,500	1,645	7,500	5,511	73%	312	7,500	7,500	10,000	2,500
533200 MILEAGE	1,500	274	1,500	368	25%	281	1,500	1,500	1,500	0
533500 MEALS AND LODGING	1,200	0	1,200	143	12%	1,751	1,200	1,200	1,200	0
534000 OPERATING/MEETING SUPPLIES	30,560	31,798	30,560	38,805	127%	22,691	40,560	40,560	50,560	10,000
535400 COMPUTER SUPPLIES	500	75	500	0	0%	0	500	500	500	0

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: MANAGEMENT INFORMATION SYSTEMS	Adopted Budget	Actual	Adopted Budget	Actual	% Used	6 Months Actual	Adopted Budget	Estimated		2019 Adopted To 2020
10025147 MANAGEMENT INFORMATION SYSTEMS										
581900 CAPITAL OUTLAY	349,247	511,873	887,404	910,974	103%	368,354	656,384	1,585,957	986,315	329,931
TOTAL MANAGEMENT INFORMATION SYSTEMS	2,295,037	2,489,344	3,077,012	3,058,005	99%	1,695,319	2,746,113	3,675,686	3,175,541	429,428
TOTAL DEPARTMENT REVENUE	-2,295,037	-2,424,848	-3,077,012	-2,884,885	94%	-1,738,890	-2,746,113	-3,259,789	-3,175,541	429,428
TOTAL DEPARTMENT EXPENSE	2,295,037	2,489,344	3,077,012	3,058,005	99%	1,695,319	2,746,113	3,675,686	3,175,541	429,428
-ADDITION TO / USE OF FUND BALANCE	0	64,496	0	173,120		-43,570	0	415,897	0	

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 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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Cooperation

Justice & Public Safety - Security for county buildings / employees

Outside Issues - Communication - into and with the community

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Continued review of compensation structure for A53:G63 effectiveness and competitiveness with the market.	Employees compensated appropriately. Competitive with labor market and fewer reclassification requests.	Continued review of compensation philosophy and maintenance of the wage structure to avoid another compensation analysis, wage compression, pay employees fairly and equitably, competitive pay practices with applicable market.	December 2020
Exploration of additional options for health insurance (plan design, possible self-funding, collaboration with other entities).	Improved options and coverage for employees and future lower health insurance premiums.	Possible additional options for health insurance and additional wellness programming for employees. Overall reduction of rates, premiums and claims experience.	October 2020
Compilation of wellness committee and continued employee wellness initiatives with various assessments and/or biometric screening in collaboration with the health insurance provider.	Healthier employees and future lower health insurance premiums.	Promotion of a culture of wellness and health. Continued implementation of additional wellness programming for employees results in a healthier workforce. Anticipated overall reduction in claims experience will result in lower future premiums.	December 2020
Continued review of SCCO Chapter 13 and Policy Document(s).	Additional Personnel Ordinance and Employee Handbook Policy Document updated in 2020.	More frequent reviews and updates to ensure consistency with current practices and applicable employment laws, as well as improved responsiveness to employee requests. Implement additional safety and security related policies for employees. Exploration of education related incentives and policies.	June 2020
Settlement of WPPA/LEER (Sheriff's Department) collective bargaining agreement prior to contract expiration.	Collective bargaining agreement settled by January 2020.	Fair and equitable settlement of the collective bargaining agreement. Ensure collective bargaining agreements align with economic conditions and operational needs.	January 2020
Evaluation of existing employment policies, structures, benefits, performance management system.	Continual evaluation of areas for effectiveness to ensure keeping up with changing demographic of the workforce.	Review of benefits related programming to ensure competitive with the market. Potentially add employee benefits when necessary. Review tuition reimbursement practices and policies. Determine best approach for employee performance management to retain employees.	December 2020
Develop and maximize both timekeeping and human resources related technology.	Implementation of effective timekeeping and human resources information system.	Development of global timekeeping system and practices. Expansion of human resources related technology for both employees and department. Flexible, user-friendly, integrated technology for time reporting and human resources systems. Additional services provided for employees and managers.	December 2020
Continued focus on development of meaningful management and employee training programs.	Managers and employees provided adequate tools and training for execution of job duties.	Development of training programs for new and ongoing management related processes and procedures results in more effective management staff. Leaders are identified and more prepared to deal with related employee issues.	Ongoing

Personnel Department

Leverage approaches to talent acquisition and retention.	Development of recruitment and employment branding, "work that matters."	Focus on the importance of working in the public sector by the branding efforts of, "work that matters" to attract, source, and recruit quality candidates. Fully leverage tools to recruit, retain, and develop a diverse and talented workforce.	Ongoing
Promotion of employee engagement and improved culture.	Satisfaction surveys for both new and existing employees.	Survey employees to gauge satisfaction levels. Continue to change suggested areas related to human resources within purview of committee. Promotion of collaboration and commitment to goals of the county.	Ongoing
Management of complex employment laws related to human resources.	Compliance and training regarding emerging employment laws.	Continued proactiveness and responsiveness to employment issues by reviewing compliance related to current and evolving employment laws such as areas of harassment, Fair Labor Standards Act, and Affordable Care Act.	Ongoing
Continue to review Increased efficiencies with Safety, Workers Compensation and Risk Management programs.	Fewer workers compensation claims; effective employee safety related training.	Development of more meaningful training programs and calendar for safety related processes and procedures results in safer work environment. Overall less risk and claims exposure.	Ongoing

Program Evaluation

Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
Human Resources Administration	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	\$75	1.43	Percentage of Departments with Complete Succession/Continuity Plans
			TOTAL REVENUES	\$75		
			Wages & Benefits	\$121,700		
			Operating Expenses	\$225,000		
			TOTAL EXPENSES	\$346,700		
			COUNTY LEVY	\$346,625		
Labor Relations and Negotiations	Collective bargaining, contract interpretation, contract preparation, labor/management relations, grievance mediation/arbitration, conflict dispute/resolution	Wis Stats 111	Other Revenues	\$100	0.10	Average Contract Settlement
			TOTAL REVENUES	\$100		
			Wages & Benefits	\$14,297		
			Operating Expenses	\$2,025		
			TOTAL EXPENSES	\$16,322		
			COUNTY LEVY	\$16,222		
Recruitment and Selection	On-line application system, employment advertising, interviews, testing, selection, union position postings, shift bids	Wis Stats 103	Wages & Benefits	\$78,371	1.15	Improved talent acquisition, improved retention practices.
			Operating Expenses	\$26,000		
			TOTAL EXPENSES	\$104,371		
			COUNTY LEVY	\$104,371		
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	TOTAL REVENUES	\$0	0.15	Completion, implementation and maintenance of classification and compensation analysis.
			Wages & Benefits	\$21,445		
			Operating Expenses	\$22,457		
			TOTAL EXPENSES	\$43,902		
			COUNTY LEVY	\$43,902		
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	\$3,250	1.15	Low health insurance percentage increase over prior year and variety of options for voluntary benefits.
			TOTAL REVENUES	\$3,250		
			Wages & Benefits	\$104,493		
			Operating Expenses	\$36,742		
			TOTAL EXPENSES	\$141,235		
			COUNTY LEVY	\$137,985		
Workers Compensation	Coordinate all aspects of Workers Compensation program, risk management, liability, safety and other related training.	Wis Stats 101, 102, 343	Wages & Benefits	\$128,732	1.32	Reduced risk, liability and maintain lower modification rating for Workers Compensation.
			Operating Expenses	\$31,378		
			TOTAL EXPENSES	\$160,110		
			COUNTY LEVY	\$160,110		
Totals			TOTAL REVENUES	\$3,425	5.30	
			TOTAL EXPENSES	\$812,640		
			COUNTY LEVY	\$809,215		

Personnel Department

Output Measures - How much are we doing?				
Description	2018 Actual	2019 Estimate	2020 Budget	
Benefits Administration - Leave of Absence Coordination	388 applications 195 COBRA docs	300 applications 125 COBRA docs	275 applications 150 COBRA docs	
Benefits Administration - New Employee Benefits Orientation	74 orientation/5 trainings	60 orientation/10 trainings	40 orientations/10 trainings	
Classification and Compensation - General Administration	610 performance appraisals 9 internal promotions 1 project position created 8 new positions created 20 reclassifications 5 lte extension	600 performance appraisals 5 position eliminations 4 project position created 20 new positions created 20 reclassifications	600 performance appraisals 7 position eliminations 5 new positions created 5 reclassifications 5 project positions extended	
Employee Assistance Program (Utilization and Helpline Use)	99	100	105	
Employee Benefits and Policies Orientation	74	80	75	
Employee Onboarding Program (Admin, EM, HR, MIS, Safety)	12	12	12	
Employee Retention and Turnover	18% Turnover 82% Retention	12% Turnover 88% Retention	15% Turnover 85% Retention	
Health Insurance Participants (Employees)	510	515	520	
Implementation of the Classification and Compensation Analysis (Job Description Management & Maintenance)	300 Job descriptions revised	325 Job descriptions revised	320 Job descriptions revised	
Labor Relations (Grievances and Hearings)	0 Step Three Hearings 0 Grievance Arbitrations 1 Interest Arbitration Hearing 1 Side Letter	0 Step Three Hearings 0 Grievance Arbitrations 0 Interest Arbitration 1 Side Letters	1 Step Three Hearings 0 Grievance Arbitrations 0 Interest Arbitration 1 Contract negotiation	
Lighthouse Utilization (third party complaint system)	4	3	5	
Recruitment and Selection - (All Departments)	2839 applications 123 recruitments 23 posting/shift bids	2300 applications 75 recruitments 30 posting/shift bids	2,350 applications 60 recruitments 30 posting/shift bids	
Training Program - Management Series (Conflict, Documentation, Employment Law, Interview Techniques, Management Basics, Performance Management, Recruitment, Risk Management)	15 sessions	24 sessions	30 sessions	
Wellness Fair for Employees	220 participants	250 participants	300 participants	
Risk Management, Safety, Training, and Workers Compensation	25 WC Claims 11 Lost workday cases 15 Trainings	17 WC Claims 5 Lost workday cases 15 Trainings	20 WC Claims 5 Lost workday cases 20 Trainings	
Property/Liability Claims Management	21	15	10	
Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Benefits Administration - Health Insurance Percentage Increase Over Prior Year (Statewide average approximately 5% -11%)	Lower overall health insurance premiums results in reductions for employee and employer share of health insurance.	5.77%	5.00%	8.00%
Benefits Administration - Health Risk Assessment (HRA) Completion	Employee completion of the HRA/biometric screening results in healthier employees, as well as lower health insurance premiums.	68.00%	76.00%	50.00%
Continued Implementation of Affordable Care Act	Mandates have changed with the ACA for employers. Compliance with employer mandates of the ACA and other related reporting.	20.00%	100.00%	100.00%
Labor Relations (Average Contract Settlement - Sheriff's Department)	Internal parity between all departments while maintaining competitiveness for talent acquisition purposes.	2.00%	1.50%	2.00%
Succession/Continuity Planning (Percentage of Departments Completed)	Departments are more prepared when attrition occurs.	75.00%	90.00%	100.00%
Additional wellness programming and development of Wellness Team (new for 2018)	Wellness programming that has positive impacts on employees; more accountability.	100.00%	100.00%	100.00%
Incorporation of monthly new employee onboarding, HR and safety training.	Employees are more prepared for new roles and able to respond more appropriately to safety related issues.	75.00%	100.00%	100.00%

Personnel

Oversight Committee: **Personnel & Insurance**

Human Resources Director
1.00 FTE

Human Resources Analyst
1.00 FTE

Human Resources Specialist
2.00 FTE

**Human Resources & Safety
Coordinator**
1.00 FTE

Human Resources Intern
0.30 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.01	0.85	-0.16	0.00	0.30
FTE Balance	4.31	5.16	5.00	5.00	5.30

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
PERSONNEL											
<u>Revenues</u>											
Tax Levy	482,547	543,783	557,405	574,504	574,504	809,215	234,711	40.85%	None	0	0
User Fees	2,102	2,122	1,156	825	840	825	0	0.00%			
Miscellaneous	(742)	10,608	5,970	2,100	4,164	2,600	500	23.81%	2020 Total	0	0
Use of Fund Balance	0	0	0	74,732	51,336	0	(74,732)	-100.00%			
Total Revenues	483,907	556,514	564,531	652,161	630,844	812,640	160,479	24.61%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
<u>Expenses</u>											
Labor	251,744	300,457	328,216	345,896	345,896	362,674	16,778	4.85%			
Labor Benefits	79,099	104,686	110,312	116,130	94,662	106,364	(9,766)	-8.41%			
Supplies & Services	74,430	105,811	95,366	190,135	190,286	343,602	153,467	80.71%			
Addition to Fund Balance	78,634	45,560	30,636	0	0	0	0	0.00%			
Total Expenses	483,907	556,514	564,531	652,161	630,844	812,640	160,479	24.61%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

2020 Highlights & Issues on the Horizon

Continue to implement, develop and update various human resources and safety-related policies. The Sheriff's Department (WPPA) collective bargaining agreement will expire at the end of 2019. The transition will be made to reliance on policy documents, as well as the Personnel Ordinance. In addition, the department continues to explore internal restructuring and/or efficiencies.

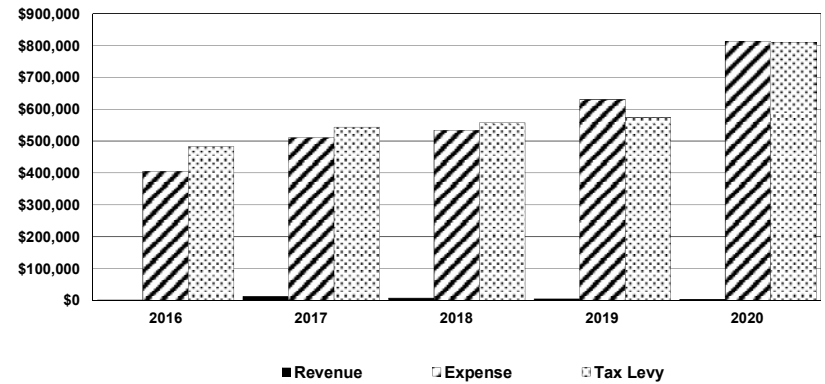
We are in the last year of a three-year contract with a new health insurance provider. It is anticipated the County will continue to explore alternatives for health insurance planning based on the Affordable Care Act. However, overall outcomes may be altered due to other unanticipated or revised mandates.

The allocation of \$225,000 for a global timekeeping and Human Resource Management (HRM) system has been included for this budget cycle. Development of global timekeeping systems and practices provides better span of control and continuity. In addition, the expansion of human resources related technology for both employees and departments allows for flexible, user-friendly, integrated technology for time reporting and human resources programs.

Employee wellness programming continues to develop significantly for 2020. Several wellness challenges, employee wellness events, as well as learning opportunities were conducted throughout the calendar year. An internal wellness team to review programming was also formed. We have also partnered with the current health insurance provider to provide on-site training and other wellness related items.

In 2017, workers compensation and risk management programming was transferred from Building Services to the Personnel Department. Wages, benefits and other supplies total \$125,000.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: PERSONNEL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10011 PERSONNEL REVENUE										
411100 GENERAL PROPERTY TAXES	-543,783	-543,783	-557,405	-557,405	100%	-287,252	-574,504	-574,504	-809,215	234,711
451650 COPIER/POSTAGE/MISC	-100	0	-75	-30	40%	0	-75	-75	-75	0
452160 SECTION 125 FORFEITURES	-1,000	-10,364	-2,000	-5,970	298%	-4,064	-2,000	-4,064	-2,500	500
461400 COBRA ADMINISTRATION FEES	-700	-2,122	-750	-1,126	150%	-668	-750	-765	-750	0
474010 DEPARTMENTAL CHARGES	0	0	0	0	0%	-1,600	0	0	0	0
484160 MISCELLANEOUS REVENUES	-100	-244	-100	0	0%	0	-100	-100	-100	0
TOTAL PERSONNEL REVENUE	-545,683	-556,514	-560,330	-564,531	101%	-293,584	-577,429	-579,508	-812,640	235,211
10011143 PERSONNEL										
511100 SALARIES PERMANENT REGULAR	258,613	245,113	259,665	259,828	100%	129,097	259,140	259,140	288,079	28,939
511200 SALARIES-PERMANENT-OVERTIME	0	0	0	140	0%	0	0	0	0	0
511900 LONGEVITY-FULL TIME	674	674	734	734	100%	0	794	794	774	-20
512100 WAGES-PART TIME	0	0	0	0	0%	4,042	0	0	0	0
514100 FICA & MEDICARE TAX	19,835	17,617	19,921	18,545	93%	9,522	21,167	21,167	22,097	930
514200 RETIREMENT-COUNTY SHARE	17,391	16,704	17,447	17,450	100%	8,276	18,123	18,123	18,890	767
514400 HEALTH INSURANCE COUNTY SHARE	45,095	48,780	47,695	47,894	100%	20,076	50,080	28,612	35,725	-14,355
514500 LIFE INSURANCE COUNTY SHARE	54	46	45	47	105%	25	48	48	60	12
514600 WORKERS COMPENSATION	182	139	156	156	100%	67	138	138	173	35
520100 CONSULTANT AND CONTRACTUAL	0	2,806	0	0	0%	0	0	0	0	0
521800 PURCHASED SERVICES	26,200	28,315	24,242	30,435	126%	6,319	24,242	27,242	25,674	1,432
522500 TELEPHONE	1,000	601	1,000	644	64%	336	1,000	1,000	1,000	0
531100 POSTAGE AND BOX RENT	750	422	500	364	73%	194	400	400	400	0
531200 OFFICE SUPPLIES AND EXPENSE	1,500	1,209	1,000	1,061	106%	451	1,000	1,500	1,000	0
531300 PHOTO COPIES	100	0	50	0	0%	0	25	201	25	0
531800 MIS DEPARTMENT CHARGEBACKS	11,542	20,891	24,271	8,582	35%	13,652	12,543	70,550	236,940	224,397
532200 SUBSCRIPTIONS	1,000	199	1,000	617	62%	0	1,300	1,300	1,300	0
532400 MEMBERSHIP DUES	500	415	500	393	79%	615	500	500	500	0
532600 ADVERTISING	20,000	16,496	21,000	16,042	76%	9,164	22,000	22,000	23,000	1,000
532800 TRAINING AND INSERVICE	1,500	1,667	2,500	2,962	118%	385	5,000	5,000	5,000	0
533200 MILEAGE	500	403	600	401	67%	171	600	600	600	0
533500 MEALS AND LODGING	200	21	200	18	9%	0	200	200	200	0
536100 REFERENCE CHECKS	1,200	960	1,000	1,181	118%	1,208	3,000	3,000	3,000	0
536500 EMPLOYEE RECOGNITION	0	2,312	0	7,300	0%	345	0	6,225	0	0
537300 EMPLOYEE ASSISTANCE	11,500	0	11,500	0	0%	11,400	11,500	11,400	11,500	0
TOTAL PERSONNEL	419,336	405,790	435,026	414,793	95%	215,345	432,800	479,140	675,937	243,137
10011146 NEGOTIATIONS AND LABOR										
532300 PROFESSIONAL SUBSCRIPTION	150	0	150	80	53%	75	0	75	0	0
532400 MEMBERSHIP DUES	75	75	0	25	0%	0	50	50	125	75

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: PERSONNEL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
1001146 NEGOTIATIONS AND LABOR										
532800 TRAINING AND INSERVICE	1,000	754	1,500	2,010	134%	0	1,500	1,500	1,500	0
533200 MILEAGE	200	128	200	0	0%	0	200	200	200	0
533500 MEALS AND LODGING	250	0	200	98	49%	0	200	200	200	0
TOTAL NEGOTIATIONS AND LABOR	1,675	957	2,050	2,213	108%	75	1,950	2,025	2,025	75
1001152 RISK MANAGEMENT AND INSURANCE										
511100 SALARIES PERMANENT REGULAR	77,553	54,670	65,654	67,515	103%	34,852	85,962	85,962	73,761	-12,201
511900 LONGEVITY-FULL TIME	0	0	0	0	0%	0	0	0	60	60
514100 FICA & MEDICARE TAX	5,933	4,073	5,022	4,946	98%	2,487	5,294	5,294	5,647	353
514200 RETIREMENT-COUNTY SHARE	5,274	3,438	4,399	4,519	103%	2,283	4,533	4,533	4,983	450
514400 HEALTH INSURANCE COUNTY SHARE	5,826	11,635	15,899	15,965	100%	9,042	16,693	16,693	17,861	1,168
514500 LIFE INSURANCE COUNTY SHARE	0	13	16	18	112%	10	19	19	20	1
514600 WORKERS COMPENSATION	962	435	39	772	1979%	422	35	35	908	873
514800 UNEMPLOYMENT	0	1,806	0	0	0%	0	0	0	0	0
521100 MEDICAL EXAMINATIONS	9,000	9,220	10,500	6,833	65%	6,116	10,500	15,500	11,000	500
522500 TELEPHONE	1,000	0	500	35	7%	13	250	250	250	0
531100 POSTAGE AND BOX RENT	100	10	75	14	19%	2	75	75	50	-25
531200 OFFICE SUPPLIES AND EXPENSE	1,000	2,119	500	167	33%	0	500	500	560	60
531800 MIS DEPARTMENT CHARGEBACKS	2,324	812	5,000	0	0%	134	268	268	278	10
532200 SUBSCRIPTIONS	2,100	1,372	2,000	1,455	73%	1,455	2,000	2,000	2,000	0
532400 MEMBERSHIP DUES	1,000	1,075	0	150	0%	650	150	650	1,000	850
532800 TRAINING AND INSERVICE	10,000	11,919	12,000	13,079	109%	7,691	12,500	14,000	12,500	0
533200 MILEAGE	300	0	200	50	25%	104	200	200	200	0
533500 MEALS AND LODGING	300	207	200	0	0%	0	100	100	0	-100
535200 VEHICLE MAINTENANCE AND REPAIR	1,000	40	500	0	0%	0	500	500	500	0
539100 OTHER SUPPLIES & EXPENSES	1,000	1,362	750	1,371	183%	176	3,100	3,100	3,100	0
TOTAL RISK MANAGEMENT AND INSURANCE	124,672	104,206	123,254	116,889	95%	65,435	142,679	149,679	134,678	-8,001
TOTAL DEPARTMENT REVENUE	-545,683	-556,514	-560,330	-564,531	101%	-293,584	-577,429	-579,508	-812,640	235,211
TOTAL DEPARTMENT EXPENSE	545,683	510,954	560,330	533,895	95%	280,855	577,429	630,844	812,640	235,211
-ADDITION TO / USE OF FUND BALANCE	0	-45,560	0	-30,636		-12,729	0	51,336	0	

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Placemaking and economic development

General Government - Cooperation

Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update

Justice & Public Safety - Coroner's Office and budget

Outside Issues - Affordable/low income housing

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.	Yearly total of documents recorded	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.	Yearly total of records filed/issued	Allow for search, retrieval and issuance of copies of vital records.	Ongoing
Retro-recording	Yearly total of documents added to computerized index	Incorporate historical records (currently on paper) into the computerized index	Ongoing

Program Evaluation

Program Title	Program Description	Mandates and References	2020 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.	Wis Stat 59.43 Chapter 706	User Fees / Misc.	\$495,000	2.75	Timeliness of recording Counter Service (public customer) Staff Service (Title companies, funeral directors, attorneys)
			Grants	\$0		
			TOTAL REVENUES	\$495,000		
			Wages & Benefits	\$201,815		
			Operating Expenses	\$15,947		
			TOTAL EXPENSES	\$217,762		
COUNTY LEVY	(\$277,238)					
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.	Wis Stat 69.21	User Fees / Misc.	\$45,000	0.25	
			Grants	\$0		
			TOTAL REVENUES	\$45,000		
			Wages & Benefits	\$17,269		
			Operating Expenses	\$1,500		
			TOTAL EXPENSES	\$18,769		
COUNTY LEVY	(\$26,231)					
Totals			TOTAL REVENUES	\$540,000	3.00	
			TOTAL EXPENSES	\$236,531		
			COUNTY LEVY	(\$303,469)		

Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimate	2020 Budget
Documents recorded	15,528	16,000	15,300
Legacy documents entered into computerized index	21,000	13,000	5,000
Vital records filed	2,117	2,300	2,300
Copies of vital records issued	10,951	11,000	10,000

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

Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Timeliness of recording	Important processes are not delayed due to unrecorded transactions.	1 day to record	1 day to record	1 day to record
Number of days all documents were not recorded within one day	Important processes are not delayed due to unrecorded transactions.	-	-	30
LandShark revenue	Business partners, as well as, the public are frequently viewing the records kept by the Register of Deeds.	\$51,760	\$53,000	\$53,000

Register of Deeds

Oversight Committee: **Land Resources & Environment**

Register of Deeds

1.00 FTE

Deputy Register of Deeds

2.00 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.00	0.00	0.00
FTE Balance	3.00	3.00	3.00	3.00	3.00

REGISTER OF DEEDS

Revenues

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget
Tax Levy	(327,204)	(321,800)	(320,434)	(319,818)	(319,818)	(303,469)
Other Taxes	234,296	236,646	254,384	195,000	210,000	200,000
User Fees	427,006	354,646	350,432	355,000	343,000	340,000

Total Revenues

	334,098	269,492	284,382	230,182	233,182	236,531
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Expenses

Labor	132,681	138,990	140,986	143,142	143,142	144,499
Labor Benefits	62,758	64,945	67,462	70,555	70,555	74,585
Supplies & Services	16,697	15,340	16,069	16,485	17,062	17,447
Addition to Fund Balance	121,961	50,217	59,865	0	2,423	0

Total Expenses

	334,098	269,492	284,382	230,182	233,182	236,531
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Beginning of Year Fund Balance
End of Year Fund Balance

Included in General Fund Total

	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
	16,349	5.11%	None	0	0
	5,000	2.56%			
	(15,000)	-4.23%	2020 Total	0	0
	6,349	2.76%			
			2021	0	0
			2022	0	0
			2023	0	0
			2024	0	0
	0	0.00%			
	6,349	2.76%			

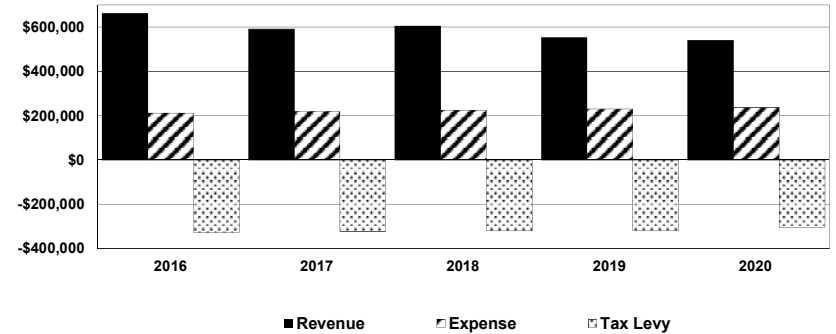
2020 Highlights & Issues on the Horizon

Utilize optical character recognition for indexing current and legacy documents.

Develop system for maintaining parcel numbers and associating those parcel numbers with indexed documents.

Continue to incorporate all older records into the new system and enter grantor/grantee information found in old indexes. Plan to purchase optical character recognition software to speed process of entering index information from old records into current system.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: REGISTER OF DEEDS	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10013 REGISTER OF DEEDS REVENUE										
411100 GENERAL PROPERTY TAXES	321,800	321,800	320,434	320,434	100%	159,909	319,818	319,818	303,469	16,349
419100 REAL ESTATE TRANSFER TAX	-185,000	-236,646	-190,000	-254,384	134%	-108,272	-195,000	-210,000	-200,000	5,000
451150 REGISTER OF DEEDS FEES	-305,000	-304,789	-295,000	-287,000	97%	-129,640	-300,000	-285,000	-285,000	-15,000
451650 ELECTRONIC COPIES	-55,000	-49,857	-60,000	-63,433	106%	-33,131	-55,000	-58,000	-55,000	0
TOTAL REGISTER OF DEEDS REVENUE	-223,200	-269,492	-224,566	-284,382	127%	-111,135	-230,182	-233,182	-236,531	6,349
10013170 REGISTER OF DEEDS										
511100 SALARIES PERMANENT REGULAR	138,249	138,228	140,095	140,184	100%	70,333	142,300	142,300	143,617	1,317
511900 LONGEVITY-FULL TIME	762	762	802	802	100%	0	842	842	882	40
514100 FICA & MEDICARE TAX	10,634	10,038	10,779	9,977	93%	4,935	10,950	10,950	11,054	104
514200 RETIREMENT-COUNTY SHARE	9,453	9,445	9,440	9,431	100%	4,607	9,376	9,376	9,754	378
514400 HEALTH INSURANCE COUNTY SHARE	45,095	45,311	47,696	47,894	100%	27,127	50,080	50,080	53,586	3,506
514500 LIFE INSURANCE COUNTY SHARE	56	73	73	76	104%	43	77	77	104	27
514600 WORKERS COMPENSATION	97	78	85	84	99%	35	72	72	87	15
522500 TELEPHONE	100	55	100	70	70%	40	100	100	100	0
524800 MAINTENANCE AGREEMENT	1,200	15	300	18	6%	16	300	300	300	0
531100 POSTAGE AND BOX RENT	3,000	4,166	3,000	4,157	139%	1,706	3,500	4,000	4,000	500
531200 OFFICE SUPPLIES AND EXPENSE	2,000	993	2,000	1,363	68%	523	2,000	1,800	2,000	0
531500 FORMS AND PRINTING	1,000	1,118	1,000	1,091	109%	981	1,100	1,100	1,100	0
531600 RECORD BOOKS AND BINDERS	2,900	332	500	0	0%	288	250	280	250	0
531700 REBINDING	0	1,266	0	0	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	7,089	6,344	7,136	8,070	113%	985	7,615	7,615	7,530	-85
532200 SUBSCRIPTIONS	0	0	0	0	0%	0	60	60	60	0
532400 MEMBERSHIP DUES	600	365	600	425	71%	335	600	600	750	150
533200 MILEAGE	550	484	550	623	113%	462	550	700	750	200
533500 MEALS AND LODGING	400	196	400	246	62%	246	400	500	600	200
552100 OFFICIALS BONDS	15	7	10	7	70%	7	10	7	7	-3
TOTAL REGISTER OF DEEDS	223,200	219,275	224,566	224,517	100%	112,669	230,182	230,759	236,531	6,349
TOTAL DEPARTMENT REVENUE	-223,200	-269,492	-224,566	-284,382	127%	-111,135	-230,182	-233,182	-236,531	6,349
TOTAL DEPARTMENT EXPENSE	223,200	219,275	224,566	224,517	100%	112,669	230,182	230,759	236,531	6,349
-ADDITION TO / USE OF FUND BALANCE	0	-50,217	0	-59,865		1,534	0	-2,423	0	

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 Public Land Survey System (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 Sauk County Ordinance 43.65, the County Surveyor is responsible for critical review of Certified Survey Maps and Plats of Surveys, an authority which has not 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, or monumented by past County Surveyors, 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
Development of cultural, social, and community values

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Placemaking and economic development

General Government - Cooperation

Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update

Conservation, Development, Recreation, Culture, and Education - Great Sauk State Trail completion

Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land

Public Works - Highway building

Public Works - Tri County Airport

Public Works - Improve highways/road maintenance

Public Works - Great Sauk State Trail (bridge and trail)

Outside Issues - Affordable/low income housing

Outside Issues - Transportation

Outside Issues - Communication - into and with the community

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 or lost PLSS corners.	Ongoing
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.	12/31/2024
Finish Filling In Gaps From Past County Surveyors	Annual Reports	Complete tie sheets database updates	Ongoing annually

Surveyor

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 Budget	FTE's	Key Outcome Indicator(s)	
Surveyor	Continue remonumentation, maintenance, and perpetuation of the PLSS corners. Respond to and help resolve issues with regards to PLSS corners and Surveys. Coordinate with Land Resources and Environment, 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 new records, database maintenance, and preparations in an ongoing effort to provide internet access to the public of all County Survey Records.	Wis. Stats. 59.45 and 59.74 Sauk County Code of Ordinances, Ch. 43.65	User Fees / Misc	\$0	1.00	G.P.S. Coordinates Map Production Document scans
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$49,951		
			Operating Expenses	\$29,191		
			TOTAL EXPENSES	\$79,142		
COUNTY LEVY	\$79,142					
Totals			TOTAL REVENUES	\$0	1.00	
			TOTAL EXPENSES	\$79,142		
			COUNTY LEVY	\$79,142		

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Corner Remonumentation	18	15	15
Corner Maintenance	181	200	200
G.P.S. Coordinates on corners	163	200	200
Review of Plats of Survey	163	200	200
Number of Standard Corners	2,912	2,912	2,912

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Document Scans Section Corner Tie Sheets and Section Summaries	Documents hyperlinked to GIS map to facilitate on-line research	181	200	200
G.P.S. Coordinates Map Production - Number of coordinate sets	G.P.S. maps show relationships between all corners to facilitate error corrections	163	200	200

Surveyor

Oversight Committee: **Land Resources & Environment**

Surveyor
1.00 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.00	0.00	0.00
FTE Balance	1.00	1.00	1.00	1.00	1.00

SURVEYOR

Revenues

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
Tax Levy	81,619	81,346	81,346	81,026	81,026	79,141	(1,885)	-2.33%	None	0	0
Intergovernmental	0	4,619	0	0	0	0	0	0.00%			
Total Revenues	81,619	85,965	81,346	81,026	81,026	79,141	(1,885)	-2.33%	2020 Total	0	0

Expenses

Labor	26,628	32,566	25,513	45,882	45,882	45,877	(5)	-0.01%	2021	0	0
Labor Benefits	2,271	2,816	2,243	4,065	4,065	4,074	9	0.22%	2022	0	0
Supplies & Services	35,978	11,399	17,847	31,079	26,299	29,190	(1,889)	-6.08%	2023	0	0
Addition to Fund Balance	16,742	39,184	35,743	0	4,780	0	0	0.00%	2024	0	0
Total Expenses	81,619	85,965	81,346	81,026	81,026	79,141	(1,885)	-2.33%			

Beginning of Year Fund Balance

Included in General Fund Total

End of Year Fund Balance

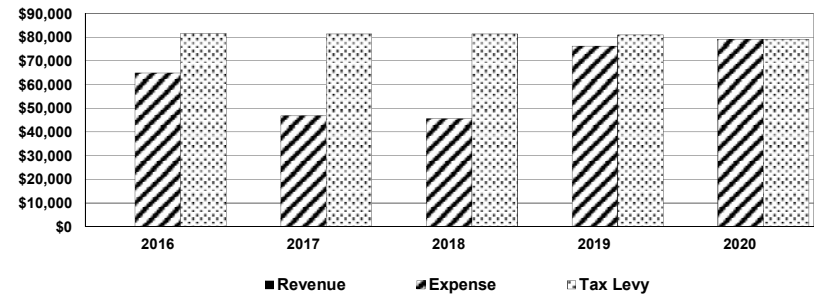
2020 Highlights & Issues on the Horizon

Creation of a County Surveyor Ordinance effective in 2013 defined the roles and responsibilities of the Surveyor, as well as the Surveyor's interactions with other County departments.

County Survey Records have all been scanned and made available to surveyors working in the county. Continuing forward, the database of scanned historical surveys will need to be organized and hyperlinked, so that they too will be available to all users through one or another of the GIS applications.

Processes are being created and refined in cooperation with Mapping personnel to complete and maintain online Survey Records availability. Incoming maps and tie sheets are being reviewed and checked for conformance with Federal, State, and County regulations prior to being filed and made available through the online maps.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: COUNTY SURVEYOR	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10016 COUNTY SURVEYOR										
411100 GENERAL PROPERTY TAXES	-81,346	-81,346	-81,346	-81,346	100%	-40,513	-81,026	-81,026	-79,141	-1,885
472490 LOCAL GOVT/AGENCY PAYMENTS	0	-4,619	0	0	0%	0	0	0	0	0
TOTAL COUNTY SURVEYOR	-81,346	-85,965	-81,346	-81,346	100%	-40,513	-81,026	-81,026	-79,141	-1,885
10016171 COUNTY SURVEYOR										
511100 SALARIES PERMANENT REGULAR	9,075	9,068	9,251	9,244	100%	7,297	9,251	9,251	9,246	-5
512700 WAGES-PART TIME-NO BENEFITS	23,970	23,498	23,970	16,269	68%	12,572	36,631	36,631	36,631	0
514100 FICA & MEDICARE TAX	2,528	2,491	2,541	1,952	77%	1,520	3,510	3,510	3,510	0
514600 WORKERS COMPENSATION	410	325	379	291	77%	240	555	555	564	9
520300 MONUMENTATION (FIELD)	500	0	500	0	0%	0	500	500	500	0
520400 CERTIFIED SURVEY REVIEW	150	0	150	90	60%	0	150	150	150	0
520500 MONUMENTATION MAINT & PRES	39,000	7,200	38,775	12,750	33%	8,500	25,000	20,000	23,000	-2,000
522500 TELEPHONE	30	17	30	9	30%	5	30	250	500	470
531200 OFFICE SUPPLIES AND EXPENSE	500	0	500	0	0%	0	500	500	1,000	500
531800 MIS DEPARTMENT CHARGEBACKS	4,070	4,070	4,137	4,690	113%	1,893	3,786	3,786	2,927	-859
532400 MEMBERSHIP DUES	100	100	100	100	100%	100	100	100	100	0
536300 MONUMENTS,SIGNS,POSTS,ETC	1,000	0	1,000	196	20%	0	1,000	1,000	1,000	0
552100 OFFICIALS BONDS	13	12	13	12	90%	12	13	13	13	0
TOTAL COUNTY SURVEYOR	81,346	46,780	81,346	45,603	56%	32,139	81,026	76,246	79,141	-1,885
TOTAL DEPARTMENT REVENUE	-81,346	-85,965	-81,346	-81,346	100%	-40,513	-81,026	-81,026	-79,141	-1,885
TOTAL DEPARTMENT EXPENSE	81,346	46,780	81,346	45,603	56%	32,139	81,026	76,246	79,141	-1,885
-ADDITION TO / USE OF FUND BALANCE	0	-39,184	0	-35,743		-8,374	0	-4,780	0	

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Cooperation

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Up-to-date, organized, properly identified Treasurer/Assessment records to comply with statutory record retention policies	Paper records past their retention time period will be destroyed. Items are easily accessed when needed.	Need to inventory current records, identify their retention period, organize for easy and understandable access. Scan and index some records. De-clutter current work and storage areas.	12/31/2020
County employee direct deposit advices will be e-mailed to them instead of printed	Faster payroll processing for our department. Less paper being used. Logistically, for some departments that have staff all over the county, this would be a more efficient method	Testing in the MUNIS Accounting system.	12/31/2020

Program Evaluation

Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
Treasurer	Receive and Disburse 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, Land Information Council	Wis Stat §§ Chapters 26, 25, 34, 59, 60, 66, 69, 80, 74, 75, 77, 174, 236, 814, 990	Other Revenues	\$1,056,816	3.00	Average rate of investments Percentage of current year taxes delinquent as of September 1
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$1,056,816		
			Wages & Benefits	\$216,732		
			Operating Expenses	\$86,312		
			TOTAL EXPENSES	\$303,044		
COUNTY LEVY	(\$753,772)					
Real Property Listing	Real Property Lister, Property Assessments, Monitor Converted Agricultural Land, Map Maintenance, Land Information Council, Lottery & Gaming Credit Administration	Wis Stat §§ Chapters 19, 59, 70, 74, 79	Other Revenues	\$117,424	3.00	
			TOTAL REVENUES	\$117,424		
			Wages & Benefits	\$241,468		
			Operating Expenses	\$52,103		
			TOTAL EXPENSES	\$293,570		
			COUNTY LEVY	\$176,146		
Totals			TOTAL REVENUES	\$1,174,240	6.00	
			TOTAL EXPENSES	\$596,614		
			COUNTY LEVY	(\$577,626)		

Treasurer / Real Property Lister

Output Measures - How much are we doing?				
Description		2018 Actual	2019 Estimate	2020 Budget
Tax Parcel Descriptions Changed		291	245	240
Surveys Reviewed		169	100	100
Acres of Ag Use Converted		35	40	35
Real Estate Documents Processed		5,688	5,500	5000
Address Changes Processed		725	850	800
Lottery Credit Letters Sent		78	200	150
Tax Receipts Processed		12,071	12,500	12,500
County Department Receipts Processed		6,752	6,800	6,800
Payroll Checks/Advices Processed		17,733	17,800	17,800
Accounts Payable Checks Processed		8,976	9,000	9,000
Tax Certificates Issued for Delinquent Taxes (Current Year)		1,249	1,300	1,300
Amount Due for Tax Certificates Issued for Delinquent Taxes (Current Year)		\$1,482,411.79	\$1,500,000.00	\$1,500,000.00
Certified Mailings Sent to Owners/Interested Parties for Tax Foreclosure		117	192	200
Properties Taken by Tax Foreclosure		17	20	20
Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Weighted average rate of investments	The higher the rate, the more interest income earned	1.25%	2.00%	1.90%
Percentage of current year taxes delinquent as of September 1 (Sale Book as compared to % of taxes assessed)	Indication of how current tax year payments are being paid	1.15%	1.20%	1.20%
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

Treasurer / Real Property Lister

Oversight Committee: **Finance** (Treasurer / Real Property Listing)
Oversight Committee: **Property** (Tax Foreclosure)

**Treasurer / Real Property
Lister**
1.00 FTE

Deputy Treasurer
1.00 FTE

GIS Specialist
1.00 FTE

Accounting Assistant
2.00 FTE

Real Property Specialist
1.00 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	-1.32	0.50	0.00	0.00	0.50
FTE Balance	5.00	5.50	5.50	5.50	6.00

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
TREASURER											
<u>Revenues</u>											
Tax Levy	(295,449)	(255,400)	(432,593)	(747,246)	(747,246)	(577,626)	169,620	22.70%	None	0	0
Other Taxes	630,132	544,895	528,055	445,065	485,065	485,065	40,000	8.99%			
Grants & Aids	125,163	128,967	130,753	132,000	132,000	132,000	0	0.00%	2020 Total	0	0
Fees, Fines & Forfeitures	5,441	4,319	9,834	5,000	5,000	5,000	0	0.00%			
User Fees	21,181	16,438	12,502	10,300	11,300	12,175	1,875	18.20%			
Intergovernmental	202,921	24,937	29,309	30,000	30,000	30,000	0	0.00%	2021	0	0
Interest	218,298	348,338	728,611	650,000	842,000	490,000	(160,000)	-24.62%	2022	0	0
Miscellaneous	65,056	31,110	43,990	6,000	23,433	20,000	14,000	233.33%	2023	0	0
									2024	0	0
Total Revenues	972,743	843,604	1,050,462	531,119	781,552	596,614	65,495	12.33%			
<u>Expenses</u>											
Labor	237,284	275,110	283,666	294,662	294,662	335,266	40,604	13.78%			
Labor Benefits	92,333	108,264	111,766	108,333	108,333	122,933	14,600	13.48%			
Supplies & Services	157,729	145,060	404,716	128,124	130,505	138,415	10,291	8.03%			
Addition to Fund Balance	485,396	315,170	250,314	0	248,052	0	0	0.00%			
Total Expenses	972,743	843,604	1,050,462	531,119	781,552	596,614	65,495	12.33%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

2020 Highlights & Issues on the Horizon

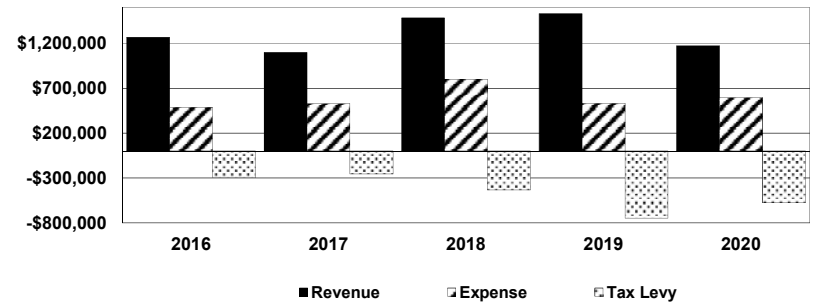
Managed Forest Land (MFL) State program trend has shown consistently over the years that this increased amount for budgeting is warranted. These are the dollars that are generated from the tax payers payment of the acreage share tax that is on their tax bills.

Continued stabilization of taxpayer delinquency rates. Payment plans are started with hopes that the number of participants will increase due to more exposure of the program. Also, the department utilizes all options available for tax delinquent collections (i.e. Tax Refund Intercept Program, or TRIP).

Interest rates have decreased in the second and third quarters of 2019. The weighted average of Sauk County's investments was 1.07% at 12/31/17, 2.15% at 12/31/18, and 2.28% at 6/30/19. The most recently acquired investments in August 2019 were at 1.79%. The 2020 budget was developed assuming 1.90%.

The GIS Specialist will be 100% allocated to the Treasurer Department. The position was previously split with Land Records Modernization. This position's major tasks no longer involve Land Records Modernization; the re-allocation will ensure sustainability for this important and necessary function.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: TREASURER/REAL PROPERTY	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10012 TREASURER/REAL PROP REVENUE										
411100 GENERAL PROPERTY TAXES	255,400	255,400	432,593	432,593	100%	373,623	747,246	747,246	577,626	169,620
411400 FOREST CROP TAX	0	-65	-5	-65	1306%	0	-65	-65	-65	0
411500 MANAGED FOREST LAND TAXES	-10,000	-41,850	-20,000	-61,428	307%	-3,299	-20,000	-60,000	-60,000	40,000
411600 PAYMENT IN LIEU OF TAXES-PILT	-90,000	-108,610	-105,000	-110,114	105%	-106,498	-112,000	-112,000	-112,000	0
411700 FOREST LANDS AID	-19,000	-20,357	-19,000	-20,639	109%	0	-20,000	-20,000	-20,000	0
419900 INTEREST/PENALTY ON TAXES	-450,000	-502,980	-425,000	-466,562	110%	-189,583	-425,000	-425,000	-425,000	0
443110 AG USE CONVERSION CHRG	-4,000	-4,319	-5,000	-9,834	197%	0	-5,000	-5,000	-5,000	0
451650 COPIER/POSTAGE/MISC	-1,000	-1,215	-750	-1,501	200%	-620	-1,000	-1,000	-1,000	0
451680 UNCLAIMED FUNDS FORFEITURE	0	0	-6,000	-5,424	90%	0	0	0	-5,000	5,000
461510 LETTER & SEARCH FEES	-15,000	-13,050	-12,750	-10,150	80%	-5,400	-9,000	-10,000	-11,000	2,000
472490 LOCAL GOVT/AGENCY PAYMENTS	-22,000	-24,937	-24,000	-29,309	122%	-147	-30,000	-30,000	-30,000	0
481100 INTEREST ON INVESTMENTS	-150,000	-348,338	-330,000	-728,611	221%	-639,713	-650,000	-842,000	-490,000	-160,000
483300 SALE OF MATERIAL AND SUPPLIES	-1,000	-2,173	-140	-851	608%	-284	-300	-300	-175	-125
483650 GAIN ON SALE OF TAX DEEDS	0	-31,110	-6,000	-38,566	643%	-23,433	-6,000	-23,433	-15,000	9,000
493010 FUND BALANCE APPLIED	0	0	-396,100	0	0%	0	0	0	0	0
TOTAL TREASURER/REAL PROP REVENUE	-506,600	-843,604	-917,152	-1,050,462	115%	-595,355	-531,119	-781,552	-596,614	65,495
10012153 TREASURER/REAL PROP TAX LISTER										
511100 SALARIES PERMANENT REGULAR	277,629	274,715	282,936	283,348	100%	145,690	293,836	293,836	334,184	40,348
511200 SALARIES-PERMANENT-OVERTIME	155	0	464	0	0%	24	488	488	504	16
511900 LONGEVITY-FULL TIME	614	395	318	318	100%	0	338	338	578	240
514100 FICA & MEDICARE TAX	21,297	19,967	21,704	20,234	93%	10,370	22,542	22,542	25,648	3,106
514200 RETIREMENT-COUNTY SHARE	18,931	18,440	19,009	18,988	100%	9,527	19,300	19,300	22,630	3,330
514400 HEALTH INSURANCE COUNTY SHARE	68,865	69,615	72,839	72,289	99%	35,888	66,256	66,256	74,356	8,100
514500 LIFE INSURANCE COUNTY SHARE	118	86	80	85	107%	46	88	88	98	10
514600 WORKERS COMPENSATION	195	155	170	169	99%	73	147	147	201	54
522500 TELEPHONE	250	221	250	183	73%	48	250	250	250	0
531100 POSTAGE AND BOX RENT	35,600	38,393	36,000	35,849	100%	7,649	37,000	39,000	39,000	2,000
531200 OFFICE SUPPLIES AND EXPENSE	2,500	1,628	2,500	3,388	136%	471	2,000	2,000	2,000	0
531400 SMALL EQUIPMENT	500	0	500	0	0%	0	500	500	1,000	500
531500 FORMS AND PRINTING	9,100	10,415	11,000	13,870	126%	3,243	11,000	13,000	13,000	2,000
531600 RECORD BOOKS AND BINDERS	2,000	0	0	0	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	40,941	39,057	40,937	39,262	96%	1,910	42,339	42,339	45,070	2,731
532100 PUBLICATION OF LEGAL NOTICES	500	126	200	0	0%	294	200	294	0	-200
532200 SUBSCRIPTIONS	0	0	0	50	0%	0	0	0	0	0
532400 MEMBERSHIP DUES	160	160	160	160	100%	160	175	160	175	0
532500 SEMINARS AND REGISTRATIONS	375	250	375	630	168%	450	1,050	1,050	1,050	0
532800 TRAINING AND INSERVICE	100	100	100	85	85%	0	100	100	100	0
533200 MILEAGE	700	1,085	1,050	1,129	107%	462	1,500	1,500	1,500	0
533500 MEALS AND LODGING	750	197	1,650	1,249	76%	358	1,000	1,000	1,500	500

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: TREASURER/REAL PROPERTY	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10012153 TREASURER/REAL PROP TAX LISTER										
552100 OFFICIALS BONDS	1,250	1,168	1,200	1,168	97%	1,168	1,200	1,168	1,200	0
TOTAL TREASURER/REAL PROP TAX LISTER	482,530	476,174	493,442	492,455	100%	217,831	501,309	505,356	564,044	62,735
10012154 ASSESSMENTS										
526200 REAL ESTATE / PROPERTY TAX	20	0	20	0	0%	0	20	20	20	0
TOTAL ASSESSMENTS	20	0	20	0	0%	0	20	20	20	0
10012155 TAX DEED EXPENSE										
520900 CONTRACTED SERVICES	8,400	5,170	7,000	4,330	62%	5,615	5,000	5,615	6,000	1,000
524600 FILING FEES	150	60	90	60	67%	12	90	150	150	60
531100 POSTAGE AND BOX RENT	1,500	870	1,500	1,681	112%	8	1,200	1,400	1,400	200
532100 PUBLICATION OF LEGAL NOTICES	4,000	2,925	4,000	5,442	136%	2,664	3,500	5,000	5,000	1,500
556000 LOSS ON ASSET DISPOSALS	0	329	0	63	0%	0	0	0	0	0
559100 TAXES ON DEEDS TAKEN-PRIOR YR	0	2,225	0	5,002	0%	1,747	0	0	0	0
TOTAL TAX DEED EXPENSE	14,050	11,579	12,590	16,577	132%	10,046	9,790	12,165	12,550	2,760
10012159 TAX CHARGEBACKS										
526200 REAL ESTATE / PROPERTY TAX	10,000	40,680	411,100	291,115	71%	15,959	20,000	15,959	20,000	0
TOTAL TAX CHARGEBACKS	10,000	40,680	411,100	291,115	71%	15,959	20,000	15,959	20,000	0
TOTAL DEPARTMENT REVENUE	-506,600	-843,604	-917,152	-1,050,462	115%	-595,355	-531,119	-781,552	-596,614	65,495
TOTAL DEPARTMENT EXPENSE	506,600	528,434	917,152	800,148	87%	243,835	531,119	533,500	596,614	65,495
-ADDITION TO / USE OF FUND BALANCE	0	-315,170	0	-250,314		-351,520	0	-248,052	0	

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
WORKERS' COMPENSATION											
<u>Revenues</u>											
Intergovernmental	197,873	220,234	260,584	293,103	287,015	383,539	90,436	30.85%	None	0	0
Miscellaneous	0	0	0	0	0	0	0	0.00%			
Use of Fund Balance	20,946	0	137,988	122,397	133,384	31,961	(90,436)	-73.89%	2020 Total	0	0
Total Revenues	218,819	220,234	398,572	415,500	420,399	415,500	0	0.00%			
<u>Expenses</u>											
Supplies & Services	218,819	312,330	398,572	415,500	420,399	415,500	0	0.00%	2021	0	0
Addition to Fund Balance	0	(92,096)	0	0	0	0	0	0.00%	2022	0	0
									2023	0	0
									2024	0	0
Total Expenses	218,819	220,234	398,572	415,500	420,399	415,500	0	0.00%			
Beginning of Year Fund Balance	822,571	801,625	709,529		571,541	438,157					
End of Year Fund Balance	801,625	709,529	571,541		438,157	406,196					

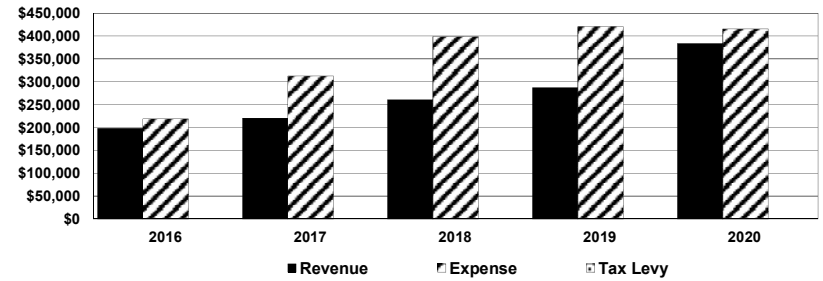
2020 Highlights & Issues on the Horizon

County began self insuring workers compensation in 2008. Workers compensation losses have been favorable since then, allowing for refund of premiums previously charged to departments.

Workers compensation rates to departments remain stable due to adequate accumulated reserves.

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

Revenue, Expense and Tax Levy



Fund: WORKERS COMPENSATION	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: GENERAL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
74999 WORKERS COMPENSATION										
474070 WORKERS COMP CHARGES	-284,779	-220,234	-235,333	-260,584	111%	-137,852	-293,103	-287,015	-383,539	90,436
493010 FUND BALANCE APPLIED	0	0	0	0	0%	0	-122,397	0	-31,961	-90,436
TOTAL WORKERS COMPENSATION	-284,779	-220,234	-235,333	-260,584	111%	-137,852	-415,500	-287,015	-415,500	0
74999152 WORKERS COMPENSATION										
520900 CONTRACTED SERVICES	107,884	103,753	109,000	128,248	118%	130,981	135,500	130,990	135,500	0
535300 DAMAGE CLAIMS	176,895	208,577	126,333	270,324	214%	118,978	280,000	289,409	280,000	0
TOTAL WORKERS COMPENSATION	284,779	312,330	235,333	398,572	169%	249,959	415,500	420,399	415,500	0
TOTAL DEPARTMENT REVENUE	-284,779	-220,234	-235,333	-260,584	111%	-137,852	-415,500	-287,015	-415,500	0
TOTAL DEPARTMENT EXPENSE	284,779	312,330	235,333	398,572	169%	249,959	415,500	420,399	415,500	0
-ADDITION TO / USE OF FUND BALANCE	0	92,096	0	137,988		112,107	0	133,384	0	

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Justice & Public Safety

This function includes operations of law enforcement, prosecution, adjudication, correction, detention, and emergency management activities.

FUNCTIONAL AREA MISSION STATEMENT

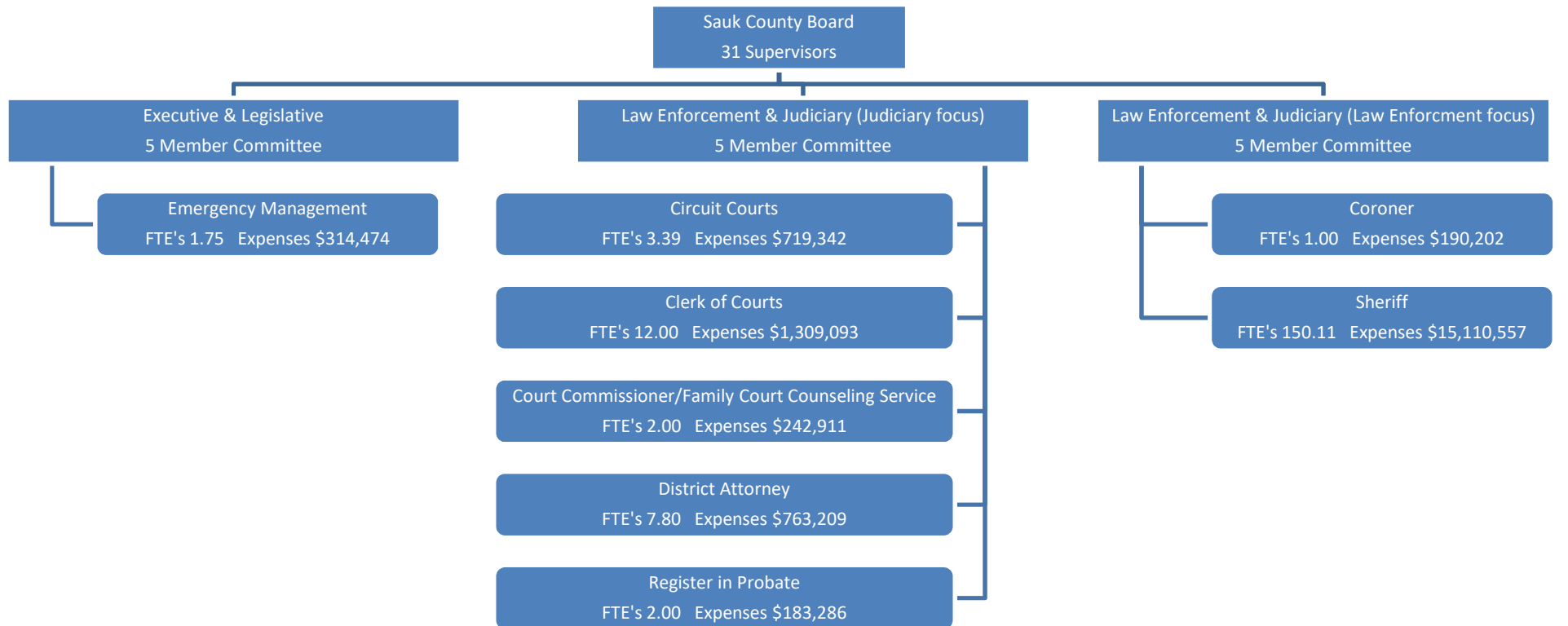
To continually improve the communication and interaction of Sauk County departments. To effectively and efficiently complete short term and long term agreements. Continue to search resources for innovative and collaborative programs.

FUNCTIONAL AREA VISION STATEMENT

Continually increase/improve working relationships between departments to effectively succeed in joint interactions, procedures and agreements.

ELEMENTS OF COUNTY WIDE MISSION FULFILLED

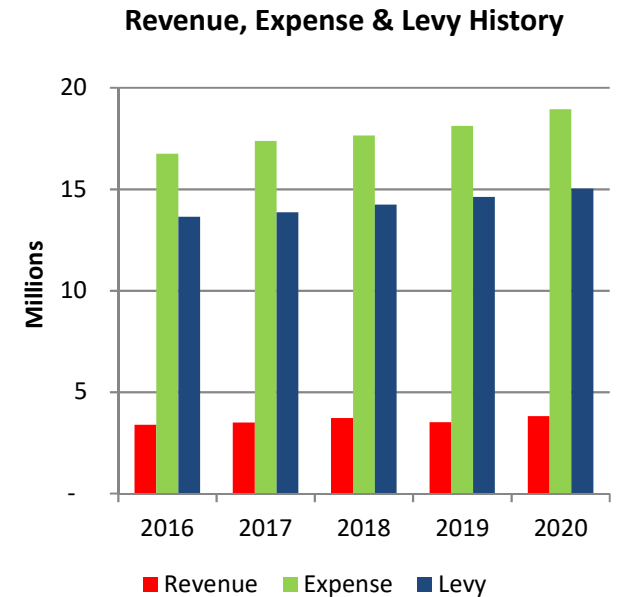
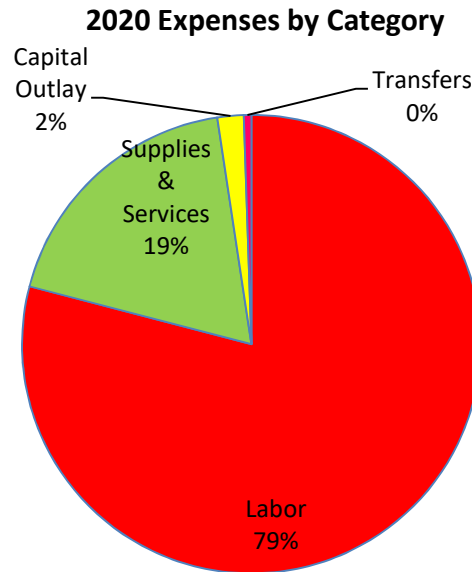
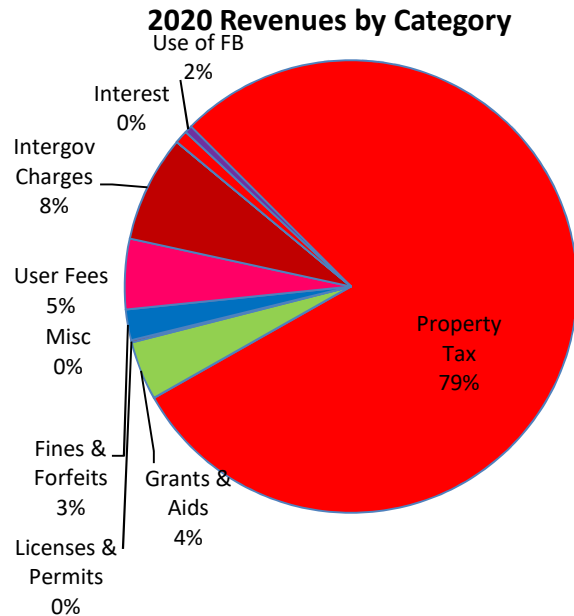
Fiscally Responsible / Essential Services
Safe Community



Justice & Public Safety

Significant Changes in the Justice & Public Safety Function for 2020

- The Clerk of Courts is anticipating collecting \$65,000 more of interest on receivables, reducing the tax levy by this amount. This helps offset the increased cost of appointed counsel of \$70,000.
- The District Attorney budget includes a Federal Improving Criminal Justice Responses grant through the Department of Justice's Office on Violence Against Women for 2018-2020 of \$150,000 each year. The grant is being funded to improve how the justice system in general, and prosecution in particular, handles sexual assault cases.
- Emergency Management is receiving grant dollars from the University of Wisconsin-Madison of \$60,000 and utilizing general fund balance of \$20,000 to fund a "2080 Flood Study" to identify areas of mitigation or areas that should remain undeveloped.
- Estimated Sheriff's Department collections for housing prisoners from other jurisdictions are increasing \$80,000 to \$924,000.
- Elimination of Sheriff's Department clerk position, reducing the tax levy by \$72,000.



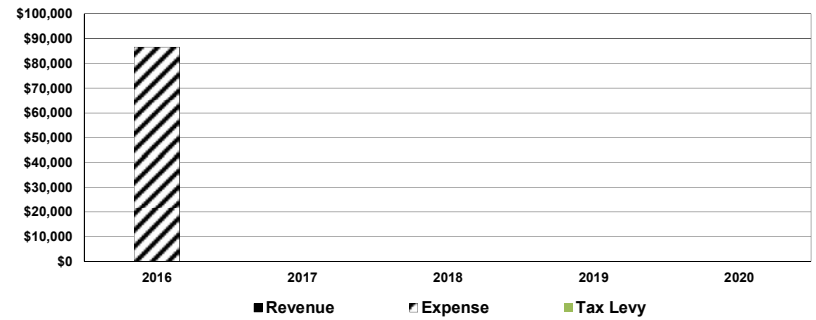
	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
CDBG-EMERGENCY ASSISTANCE PROGRAM (EAP)											
<u>Revenues</u>											
Grants & Aids	0	0	0	0	0	0	0	0.00%	None	0	0
Use of Fund Balance	86,544	0	0	0	0	0	0	0.00%			
Total Revenues	86,544	0	0	0	0	0	0	0.00%	2020 Total	0	0
<u>Expenses</u>											
Supplies & Services	86,543	0	0	0	0	0	0	0.00%	2021	0	0
Total Expenses	86,543	0	0	0	0	0	0	0.00%	2022	0	0
									2023	0	0
									2024	0	0
Beginning of Year Fund Balance	86,544	0	0		0	0					
End of Year Fund Balance	0	0	0		0	0					

2020 Highlights & Issues on the Horizon

Awarded funds are exhausted in 2013.

2016 includes completion of the forgivable loans that were issued. This completes the EAP program.

Revenue, Expense and Tax Levy



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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Cooperation
Justice & Public Safety - Security for county buildings / employees

Program Evaluation

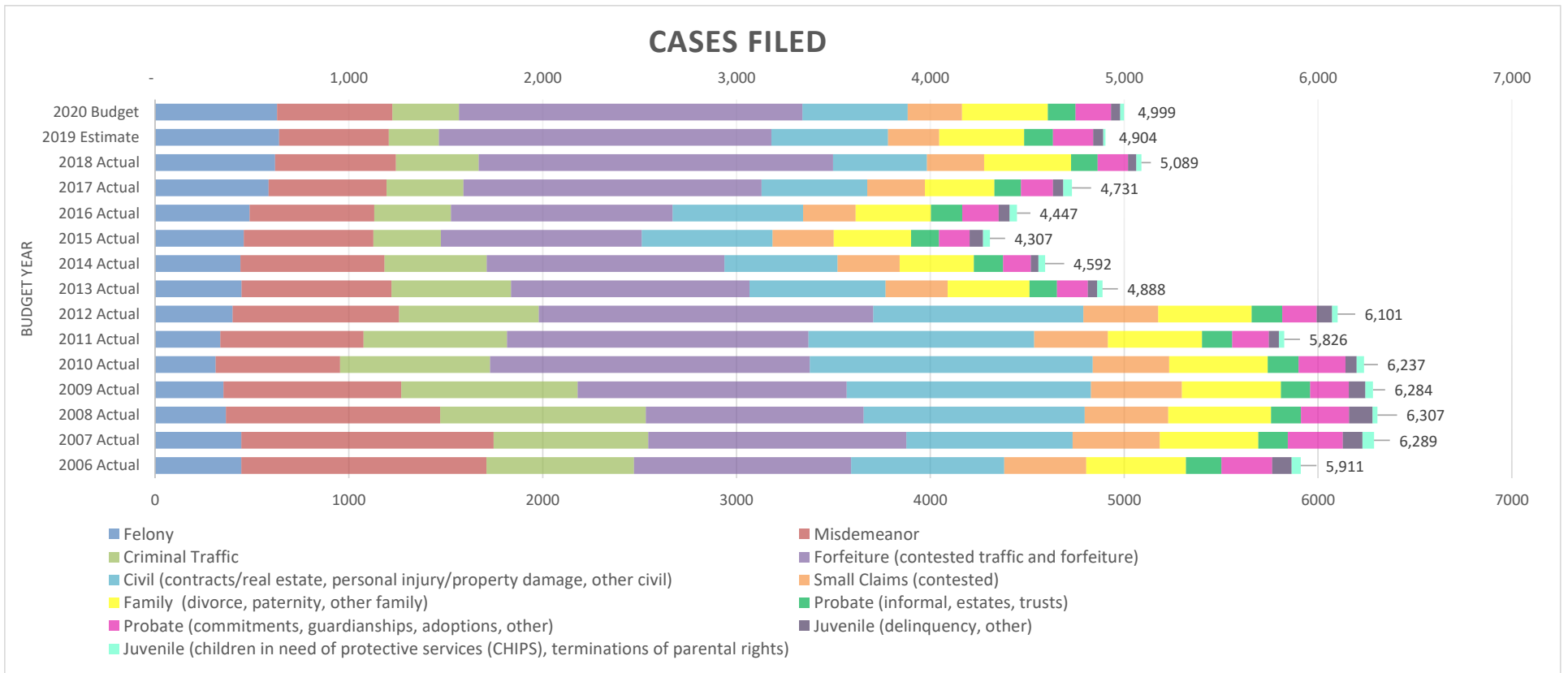
Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
Circuit Courts	The Courts are a separate and co-equal branch of government. The Courts are not a department of county government. The Courts, by constitution and statute, are the designated decision makers for those who choose to bring matters to them.	Wisconsin Constitution Article VII Sections 2 & 8	Other Revenues	\$219,792	3.40	Cases are disposed within state guidelines
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$219,792		
			Wages & Benefits	\$242,383		
			Operating Expenses	\$476,959		
			TOTAL EXPENSES	\$719,342		
	COUNTY LEVY	\$499,550				
Outlay	None		Operating Expenses	\$0	-	
			TOTAL EXPENSES	\$0		
			COUNTY LEVY	\$0		
Totals			TOTAL REVENUES	\$219,792	3.40	
			TOTAL EXPENSES	\$719,342		
			COUNTY LEVY	\$499,550		

Circuit Courts

Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimate	2020 Budget
Number of cases filed, by category:			
Felony	619	640	630
Misdemeanor	624	566	595
Criminal Traffic	427	258	343
Forfeiture (contested traffic, forfeiture and juvenile ordinance)	1,828	1,716	1,772
Civil (contracts/real estate, personal injury/property damage, other civil)	484	602	543
Small Claims	296	264	280
Family (divorce, paternity, other family)	448	438	443
Probate (informal, estates, trusts)	137	148	143
Probate (commitments, guardianships, adoptions, other)	157	208	183
Juvenile (delinquency, other)	43	52	48
Juvenile (children in need of protective services (CHIPS), terminations of parental rights)	26	12	19
Total Cases Filed	5,089	4,904	4,999

CASES FILED



Circuit Courts

Key Outcome Indicators / Selected Results - How well are we doing?				
Description				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Jury Costs	These figures demonstrate the potential impact of jury trials on the circuit court budget. In four of the past five years the court had less than one jury trial per month. If the number of actual jury trials would increase in any given year, the impact on actual expenditures would be significant.	\$ 42,242	\$ 28,786	\$ 35,514
Number of Jury Trials / Number of Trial Days		18/32	14 / 18	16 / 25

Jury History Costs							
<u>Year</u>	<u># of Trials</u>	<u># of Days</u>	<u>Per Diem</u>	<u>Mileage</u>	<u>Meals/Lodging</u>	<u>Total</u>	
2012	18	26	\$ 30,920	\$ 10,646	\$ 1,321	\$ 42,887	
2013	9	18	20,137	7,422	2,376	29,935	
2014	15	37	30,602	10,560	2,720	43,882	
2015	6	17	10,000	3,903	666	14,569	
2016	9	27	29,953	10,548	2,828	43,329	
2017	8	19	20,151	7,664	1,924	29,739	
2018	18	32	29,040	10,383	2,819	42,242	
(6 months) 2019	7	9	9,730	3,770	923	14,423	

Circuit Courts

Oversight Committee: **Law Enforcement & Judiciary**

Circuit Court Judges *
3.00 FTE

**Judicial Assistant
Leadworker**
1.00 FTE

Judicial Assistant
2.00 FTE

Law Clerk
0.39 FTE

* Circuit Court Judges are elected officials paid by the State of Wisconsin

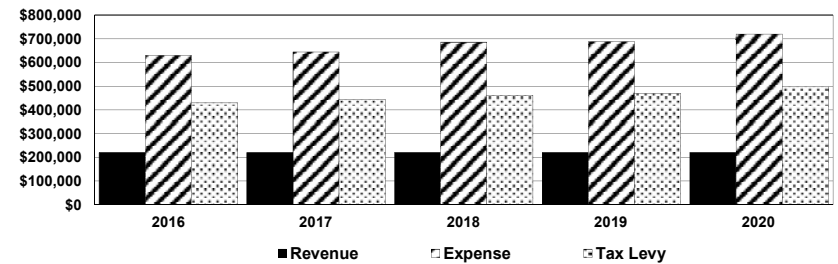
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.00	0.00	-0.01
FTE Balance	3.40	3.40	3.40	3.40	3.39

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
CIRCUIT COURTS											
<u>Revenues</u>											
Tax Levy	429,784	444,315	460,753	469,957	469,957	499,550	29,593	6.30%	None	0	0
Grants & Aids	220,015	219,738	219,507	219,938	219,476	219,792	(146)	-0.07%			
Use of Fund Balance	0	0	4,782	0	0	0	0	0.00%	2020 Total	0	0
Total Revenues	649,799	664,053	685,042	689,895	689,433	719,342	29,447	4.27%			
<u>Expenses</u>											
Labor	143,495	153,506	157,720	161,475	154,575	166,370	4,895	3.03%	2021	0	0
Labor Benefits	68,114	65,653	59,702	54,816	69,495	76,013	21,197	38.67%	2022	0	0
Supplies & Services	418,388	425,501	467,620	473,604	463,975	476,959	3,355	0.71%	2023	0	0
Addition to Fund Balance	19,802	19,393	0	0	1,388	0	0	0.00%	2024	0	0
Total Expenses	649,799	664,053	685,042	689,895	689,433	719,342	29,447	4.27%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

2020 Highlights & Issues on the Horizon

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.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CIRCUIT COURTS	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10004 CIRCUIT COURTS REVENUE										
411100 GENERAL PROPERTY TAXES	-444,315	-444,315	-460,753	-460,753	100%	-234,979	-469,957	-469,957	-499,550	29,593
424000 STATE AID COURTS SYSTEM	-219,938	-219,738	-219,938	-219,507	100%	-109,738	-219,938	-219,476	-219,792	-146
493010 FUND BALANCE APPLIED	0	0	-15,000	0	0%	0	0	0	0	0
TOTAL CIRCUIT COURTS REVENUE	-664,253	-664,053	-695,691	-680,260	98%	-344,717	-689,895	-689,433	-719,342	29,447
10004120 CIRCUIT COURTS										
511100 SALARIES PERMANENT REGULAR	125,897	125,782	131,144	129,098	98%	63,943	133,697	133,697	138,552	4,855
511900 LONGEVITY-FULL TIME	1,417	1,417	1,477	1,079	73%	0	1,119	1,119	1,159	40
512100 WAGES-PART TIME	12,000	15,094	12,000	15,773	131%	3,660	12,000	5,100	12,000	0
514100 FICA & MEDICARE TAX	11,779	11,463	12,185	11,594	95%	5,312	12,353	12,353	12,727	374
514200 RETIREMENT-COUNTY SHARE	8,657	8,645	8,886	8,714	98%	4,091	8,830	8,182	9,430	600
514400 HEALTH INSURANCE COUNTY SHARE	45,095	45,311	47,696	39,144	82%	24,357	33,387	48,714	53,587	20,200
514500 LIFE INSURANCE COUNTY SHARE	53	54	55	54	98%	27	54	54	55	1
514600 WORKERS COMPENSATION	247	180	214	196	92%	82	192	192	214	22
515800 PER DIEM BAILIFF	14,659	11,213	14,659	11,769	80%	5,563	14,659	14,659	14,659	0
520100 COURT SECURITY	365,976	357,699	381,389	388,193	102%	188,698	391,627	398,198	406,874	15,247
522500 TELEPHONE	500	475	500	364	73%	139	500	300	300	-200
523300 PER DIEM JURY WITNESS	36,000	20,151	30,000	29,040	97%	9,730	30,000	19,000	30,000	0
531100 POSTAGE AND BOX RENT	12,000	8,369	8,000	6,889	86%	3,750	8,000	7,500	7,600	-400
531200 OFFICE SUPPLIES AND EXPENSE	4,600	17,067	20,000	14,577	73%	1,422	5,500	5,500	5,500	0
531500 FORMS AND PRINTING	1,200	385	1,000	696	70%	134	1,000	700	700	-300
531800 MIS DEPARTMENT CHARGEBACKS	5,773	5,913	8,086	8,739	108%	3,789	17,577	17,577	6,585	-10,992
532300 PROFESSIONAL SUBSCRIPTION	4,500	5,000	4,500	5,120	114%	2,152	5,500	5,500	5,500	0
533200 MILEAGE	900	855	900	799	89%	405	900	900	900	0
533220 JURY MILEAGE	10,000	7,664	10,000	10,383	104%	3,770	10,000	7,000	10,000	0
533600 JURY MEALS AND LODGING	3,000	1,924	3,000	2,819	94%	923	3,000	1,800	3,000	0
TOTAL CIRCUIT COURTS	664,253	644,660	695,691	685,042	98%	321,946	689,895	688,045	719,342	29,447
TOTAL DEPARTMENT REVENUE	-664,253	-664,053	-695,691	-680,260	98%	-344,717	-689,895	-689,433	-719,342	29,447
TOTAL DEPARTMENT EXPENSE	664,253	644,660	695,691	685,042	98%	321,946	689,895	688,045	719,342	29,447
-ADDITION TO / USE OF FUND BALANCE	0	-19,393	0	4,782		-22,770	0	-1,388	0	

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

Justice & Public Safety - Emergency response and preparedness

Justice & Public Safety - Diversion programs / alternatives to incarceration

Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Continued enhancements of the 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.	Ongoing
Increase restitution collections for victims	Monthly payments to victims	Collections via payment plans, income assignments and referral to State Debt Collection	Ongoing
Increase revenues	Collection percentages rise	Utilize State Debt Collection services as well as private collection agencies to increase revenues	Ongoing

Clerk of Courts

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
Court Support	The office files and records all documents received for all case types. 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. 59.40	User Fees / Misc	\$243,200	7.55	New cases filed and cases disposed
			Grants	\$26,000		
			TOTAL REVENUES	\$269,200		
			Wages & Benefits	\$547,722		
			Operating Expenses	\$93,912		
			TOTAL EXPENSES	\$641,634		
COUNTY LEVY	\$372,434					
Collections	This office collects and disburses all funds received for fines, fees and forfeitures ordered by the courts; executes judgments and implements all tools available to ensure collections. A Guardian ad Litem and/or Court-Appointed Attorney is appointed in appropriate cases and the appointed attorney acts on behalf of the incompetent party, minor party or defendant. The GAL 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. Admin. Code Chapters 48, 51, 54, 55, 767 and 938	User Fees / Misc	\$653,530	4.45	Debts assessed in year Accounts turned over to private collection agencies Accounts turned over to State Debt Collection
			Grants	\$65,000		
			TOTAL REVENUES	\$718,530		
			Wages & Benefits	\$309,460		
			Operating Expenses	\$358,000		
			TOTAL EXPENSES	\$667,460		
COUNTY LEVY	(\$51,070)					
Totals			TOTAL REVENUES	\$987,730	12.00	
			TOTAL EXPENSES	\$1,309,094		
			COUNTY LEVY	\$321,364		

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
New cases filed	17,205	16,500	17,000
Total Receipts	\$3,380,182	\$3,600,000	\$3,700,000
Collections via Tax Intercept (DOR) and State Debt Collection (SDC)	\$636,286	\$750,000	\$775,000
Collections via private collection agencies (Stark and CMC)	\$270,149	\$260,000	\$250,000
Clerk of Courts Restitution Collections	\$123,151	\$85,000	\$90,000
Clerk of Court Revenue	\$825,087	\$835,000	\$840,000

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Debts assessed in individual year	Indicates a need for collection enforcement	\$3,876,858	\$3,600,000	\$3,700,000
Accounts turned over to private collection agencies	Efforts to collect unpaid court obligations	1,627	1,450	1,300
Accounts turned over to State Debt Collection	Efforts to collect unpaid court obligations	3,496	3,800	4,000
Overall increase/decrease of outside collections	Outside collection measures are beneficial	32% (Increase from 2017 of \$219,946)	11% (Increase from 2018 of \$103,565)	1.5% (Increase from 2019 of \$15,000)

Clerk of Courts

Oversight Committee: **Law Enforcement & Judiciary**

Clerk of Courts
1.00 FTE

Deputy Clerk of Courts
10.00 FTE

Accounting Technician
1.00 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.00	0.00	0.00
FTE Balance	12.00	12.00	12.00	12.00	12.00

CLERK OF COURTS

Revenues

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
Tax Levy	260,855	311,757	317,707	339,268	339,268	321,363	(17,905)	-5.28%	None	0	0
Grants & Aids	80,050	87,899	81,436	80,500	95,649	91,000	10,500	13.04%			
Licenses & Permits	60	40	80	60	80	80	20	33.33%	2020 Total	0	0
Fees, Fines & Forfeitures	271,273	293,299	298,034	294,200	295,291	308,000	13,800	4.69%			
User Fees	301,395	336,656	356,302	351,625	384,847	405,150	53,525	15.22%			
Intergovernmental	19,775	23,638	18,952	18,500	21,037	18,500	0	0.00%	2021	0	0
Miscellaneous	90,118	82,185	152,879	100,000	151,481	165,000	65,000	65.00%	2022	0	0
Use of Fund Balance	95,558	0	0	0	0	0	0	0.00%	2023	0	0
									2024	0	0
Total Revenues	1,119,084	1,135,474	1,225,391	1,184,153	1,287,653	1,309,093	124,940	10.55%			

Expenses

Labor	528,549	517,188	539,463	574,531	574,531	596,200	21,669	3.77%
Labor Benefits	228,979	221,369	231,576	245,198	245,198	260,981	15,783	6.44%
Supplies & Services	361,556	362,695	365,376	364,424	393,303	451,912	87,488	24.01%
Addition to Fund Balance	0	34,222	88,976	0	74,621	0	0	0.00%
Total Expenses	1,119,084	1,135,474	1,225,391	1,184,153	1,287,653	1,309,093	124,940	10.55%

Beginning of Year Fund Balance
End of Year Fund Balance

Included in General Fund Total

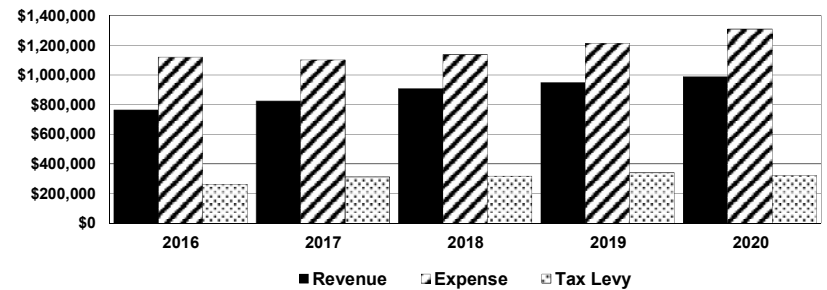
2020 Highlights & Issues on the Horizon

Outside collection agency efforts have been extremely beneficial to collections, particularly in receipt of interest on accounts receivable.

Pay increase for the Court Appointed Attorneys will increase, reflecting an increase to the Appointed Counsel Expense.

Increased expenses for Legal Services (guardian ad litem -GAL) costs due to local court raising contract amounts. Continued collection efforts as well as State reimbursement for GAL programs help offset this expense.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CLERK OF COURTS	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10002 CLERK OF COURTS REVENUE										
411100 GENERAL PROPERTY TAXES	-311,757	-311,757	-317,707	-317,707	100%	-169,634	-339,268	-339,268	-321,363	-17,905
424340 INTERPRETER FEE-COUNTY	-19,500	-27,037	-17,500	-17,082	98%	-13,128	-20,000	-26,230	-26,000	6,000
424370 GAL STATE AID	-60,000	-60,862	-60,000	-64,354	107%	0	-60,500	-69,419	-65,000	4,500
441100 P000-COUNTY ORDINANCES	-135,000	-150,288	-140,000	-148,887	106%	-81,869	-145,000	-147,369	-155,000	10,000
441200 PENAL FINE SF341/OTHER CO	-130,000	-114,168	-125,000	-119,224	95%	-62,782	-125,000	-125,082	-128,000	3,000
441210 BAIL FORFEITURES	-15,000	-19,275	-15,000	-20,483	137%	-6,900	-15,000	-12,900	-15,000	0
441240 GUARDIAN AD LITEM FEES CO	-98,000	-117,951	-115,000	-111,326	97%	-55,398	-120,000	-115,398	-130,000	10,000
441350 EXPERT WITNESS/PSYCH EVAL	0	-886	0	0	0%	0	0	0	0	0
441700 IGNITION INTERLOCK DEVICE	-9,000	-9,568	-9,000	-9,441	105%	-5,940	-9,200	-9,940	-10,000	800
451110 ODLF-OCCUP LICENSE CO	-40	-40	-40	-80	200%	-60	-60	-80	-80	20
451130 OTHER CLERK FEES-COUNTY	-22,000	-23,190	-22,000	-23,395	106%	-11,629	-22,000	-21,629	-24,000	2,000
451160 ATTORNEYS FEES DUE COUNTY	-65,000	-61,504	-68,000	-80,784	119%	-50,895	-72,000	-107,595	-108,000	36,000
451170 FAMILY FILING FEE COST	-1,200	-1,110	-1,200	-1,068	89%	-670	-1,200	-1,170	-1,200	0
451180 CIRCUIT COURT FEES	-85,000	-83,289	-85,000	-85,155	100%	-45,984	-90,000	-89,984	-90,000	0
451190 COUNTY SHARE COURT COSTS	-150	-80	-150	-120	80%	-40	-150	-80	-120	-30
451210 JURY FEES-COUNTY	-4,500	-7,020	-5,000	-5,184	104%	-3,168	-5,000	-5,168	-6,000	1,000
451220 MUNICIPAL FEES	-16,000	-21,160	-16,000	-16,585	104%	-11,050	-16,000	-19,050	-16,000	0
451231 PAYMENT PLAN FEES	-4,500	-6,400	-5,000	-5,880	118%	-2,445	-5,500	-4,445	-5,500	0
451240 RESTITUTION SURCHARGE-CO	-5,500	-5,081	-5,500	-9,054	165%	-4,668	-6,000	-7,668	-8,000	2,000
451241 RESTITUTION ADMIN SURCHARGE 5%	-800	-946	-1,000	-3,381	338%	-2,760	-1,000	-3,760	-2,500	1,500
451260 SEARCH FEES COUNTY	-125	-115	-125	-50	40%	-5	-125	-15	-30	-95
451270 SMALL CLAIMS	-16,500	-18,049	-16,500	-20,336	123%	-9,823	-18,000	-18,823	-19,000	1,000
451280 TRANSMITTAL FEES	-90	-135	-90	-210	233%	-120	-180	-180	-200	20
451410 JLF-JUVENILE LEGAL FEE-CO	-1,200	-1,137	-1,300	-996	77%	-459	-1,300	-909	-1,300	0
451650 COPIER/POSTAGE/MISC	-9,000	-10,569	-9,000	-9,590	107%	-4,249	-10,000	-8,249	-10,000	0
451660 FAX FEES COUNTY	-50	-190	-50	-181	362%	-108	-200	-208	-200	0
451670 MAIL FEES COUNTY	-100	-112	-100	-202	202%	-179	-120	-279	-200	80
474610 CSA CONTRACT	-2,000	-1,340	-1,400	-1,371	98%	-677	-1,200	-1,078	-1,200	0
481250 INTEREST ON A/R	-70,000	-82,185	-80,000	-152,879	191%	-101,481	-100,000	-151,481	-165,000	65,000
484010 NON-SUFFICIENT FUNDS FEES	-300	-30	-90	-386	428%	-146	-150	-196	-200	50
TOTAL CLERK OF COURTS REVENUE	-1,082,312	-1,135,474	-1,116,752	-1,225,391	110%	-646,267	-1,184,153	-1,287,653	-1,309,093	124,940
10002122 CLERK OF COURT										
511100 SALARIES PERMANENT REGULAR	516,648	514,381	536,781	536,476	100%	280,366	569,030	569,030	590,412	21,382
511200 SALARIES-PERMANENT-OVERTIME	3,349	0	2,089	0	0%	0	2,194	2,194	2,281	87
511900 LONGEVITY-FULL TIME	2,808	2,807	2,988	2,987	100%	0	3,307	3,307	3,507	200
514100 FICA & MEDICARE TAX	39,995	38,138	41,452	38,913	94%	20,311	43,952	43,952	45,609	1,657
514200 RETIREMENT-COUNTY SHARE	35,551	35,148	36,305	36,110	99%	18,364	37,632	37,632	40,243	2,611
514400 HEALTH INSURANCE COUNTY SHARE	146,935	147,642	155,413	156,059	100%	88,390	163,181	163,181	174,604	11,423
514500 LIFE INSURANCE COUNTY SHARE	141	150	153	173	113%	96	183	183	212	29

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CLERK OF COURTS	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10002122 CLERK OF COURT										
514600 WORKERS COMPENSATION	319	292	284	321	113%	140	250	250	313	63
521200 LEGAL SERVICES (GAL)	160,000	167,263	175,000	175,659	100%	79,879	190,000	188,379	208,000	18,000
521400 COURT REPORTER AND TRANSCRIBER	3,000	3,407	3,000	3,004	100%	2,197	3,000	2,997	3,200	200
522500 TELEPHONE	1,000	1,001	1,000	894	89%	477	1,000	977	1,000	0
523900 INTERPRETER FEES	18,000	11,104	16,000	11,304	71%	5,055	16,000	11,555	16,000	0
523901 INTERPRETER FEES-TRAVEL	18,500	19,898	18,500	13,028	70%	5,923	16,000	12,923	16,000	0
524800 MAINTENANCE AGREEMENT	500	0	0	0	0%	0	0	0	0	0
525500 APPOINTED COUNSEL	65,000	88,722	65,000	92,587	142%	62,359	80,000	122,359	150,000	70,000
525600 EXPERT WITNESS FEES-PSYCH EVAL	25,000	24,407	18,000	19,527	108%	8,573	18,000	17,073	18,000	0
525601 EXPERT WITNESS TRAVEL-PSYCH	0	364	0	668	0%	0	0	0	0	0
525700 WITNESS FEES-DA	1,000	208	800	590	74%	48	200	98	200	0
525701 WITNESS FEES-DA-TRAVEL	1,000	37	800	1,030	129%	380	500	580	500	0
525800 WITNESS FEES-STATE PUB DEFEND	100	0	100	0	0%	0	0	0	0	0
525801 WITNESS FEES-ST PUB DEFEND TRA	0	0	100	0	0%	0	0	0	0	0
531100 POSTAGE AND BOX RENT	21,000	29,640	22,000	26,476	120%	10,727	20,000	20,102	24,500	4,500
531200 OFFICE SUPPLIES AND EXPENSE	8,000	8,505	8,500	8,946	105%	1,875	6,500	4,875	5,000	-1,500
531400 SMALL EQUIPMENT	2,000	0	1,000	1,881	188%	446	2,500	946	1,000	-1,500
531500 FORMS AND PRINTING	1,000	0	500	0	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	9,051	6,625	8,572	8,572	100%	4,734	8,559	8,559	6,522	-2,037
532200 SUBSCRIPTIONS	400	116	400	254	63%	53	200	128	200	0
532400 MEMBERSHIP DUES	175	0	125	125	100%	125	125	125	150	25
532800 TRAINING AND INSERVICE	300	494	300	170	57%	85	300	170	200	-100
533200 MILEAGE	600	382	600	247	41%	367	600	817	600	0
533500 MEALS AND LODGING	700	288	750	183	24%	0	700	400	600	-100
552100 OFFICIALS BONDS	240	234	240	234	97%	234	240	240	240	0
TOTAL CLERK OF COURT	1,082,312	1,101,252	1,116,752	1,136,415	102%	591,202	1,184,153	1,213,032	1,309,093	124,940
TOTAL DEPARTMENT REVENUE	-1,082,312	-1,135,474	-1,116,752	-1,225,391	110%	-646,267	-1,184,153	-1,287,653	-1,309,093	124,940
TOTAL DEPARTMENT EXPENSE	1,082,312	1,101,252	1,116,752	1,136,415	102%	591,202	1,184,153	1,213,032	1,309,093	124,940
-ADDITION TO / USE OF FUND BALANCE	0	-34,222	0	-88,976		-55,065	0	-74,621	0	

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
Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board
General Government - Cooperation
Justice & Public Safety - Coroner's Office and budget
Justice & Public Safety - Emergency response and preparedness
Justice & Public Safety - Security for county buildings / employees
Outside Issues - Communication - into and with the community

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	ongoing
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	ongoing

Program Evaluation					
Program Title	Program Description	Mandates and References	2020 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	\$32,000	1.00
			Grants	\$0	
			TOTAL REVENUES	\$32,000	
			Wages & Benefits	\$112,766	
			Operating Expenses	\$77,436	
			TOTAL EXPENSES	\$190,202	
			COUNTY LEVY	\$158,202	
Outlay			User Fees / Misc	\$0	1.00
			Grants	\$0	
			TOTAL REVENUES	\$0	
			Wages & Benefits	\$0	
			Operating Expenses	\$0	
			TOTAL EXPENSES	\$0	
			COUNTY LEVY	\$0	
Totals			TOTAL REVENUES	\$32,000	1.00
			TOTAL EXPENSES	\$190,202	
			COUNTY LEVY	\$158,202	

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Coroner cases - cremation and death investigations	895	975	950
Number of autopsies	33	38	31
Number of toxicologies	59	45	45
Number of cremation permits	364	365	365
Number of signed death certificates (signed by County Coroner)	150	200	200
Natural Deaths (signed by County Coroner or Medical Doctor)	464	440	440
Accidents	48	50	50
Suicide	9	10	10
Homicide	0	1	0
Undetermined	2	0	0

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Signature of Death Certificates, after investigation completed	Timely death certificates allow families to proceed	2 days	2 days	2 days

Coroner

Oversight Committee: Law Enforcement & Judiciary

Coroner
1.00 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.00	0.00	0.00
FTE Balance	1.00	1.00	1.00	1.00	1.00

CORONER

Revenues

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
Tax Levy	129,287	134,155	127,012	175,604	175,604	158,202	(17,402)	-9.91%	None	0	0
Licenses & Permits	35,750	33,975	32,250	35,000	35,000	32,000	(3,000)	-8.57%			
Use of Fund Balance	0	0	14,834	0	0	0	0	0.00%	2020 Total	0	0

Total Revenues	165,037	168,130	174,096	210,604	210,604	190,202	(20,402)	-9.69%			
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Expenses

Labor	71,733	72,010	73,292	83,023	83,023	83,012	(11)	-0.01%	2021	0	0
Labor Benefits	24,330	24,953	25,976	28,436	28,436	29,754	1,318	4.63%	2022	35,000	35,000
Supplies & Services	59,272	66,293	74,829	69,145	71,145	77,436	8,291	11.99%	2023	0	0
Capital Outlay	0	0	0	30,000	25,000	0	(30,000)	-100.00%	2024	0	0
Addition to Fund Balance	9,702	4,875	0	0	3,000	0	0	0.00%			

Total Expenses	165,037	168,130	174,096	210,604	210,604	190,202	(20,402)	-9.69%			
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Beginning of Year Fund Balance Included in General Fund Total
 End of Year Fund Balance

2020 Highlights & Issues on the Horizon

There is an increasing trend for people to choose cremation over a traditional funeral. Currently, 65% 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 has reduced Sauk County cremation fee revenue as more take advantage of this program.

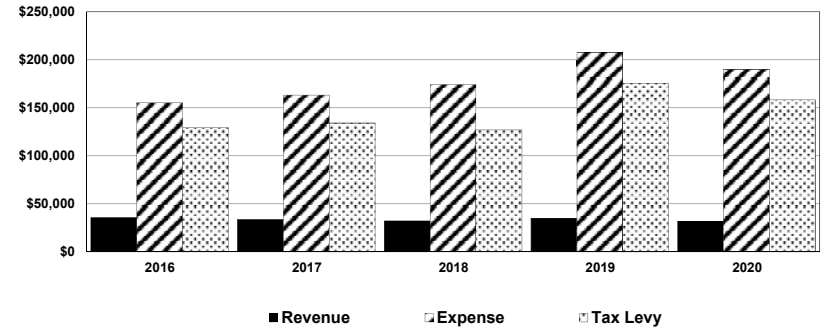
There is an increase in requests by law enforcement for autopsies and the blood test expenses.

There is an increase in unclaimed bodies, resulting in increased expenses to the county.

Case loads increase slightly each year.

Planning for equipment and safe handling techniques for bariatric personnel is an increasing priority

Revenue, Expense and Tax Levy



Fund: GENERAL FUND										\$ Change
Department: CORONER	2017	2017	2018	2018	2018	2019	2019	2019	2020	2019
	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		Adopted To
	Budget		Budget		Used	Actual	Budget			2020
10021 CORONER REVENUES										
411100 GENERAL PROPERTY TAXES	-134,155	-134,155	-127,012	-127,012	100%	-87,802	-175,604	-175,604	-158,202	-17,402
441600 CREMATION PERMITS	-30,000	-33,975	-35,000	-32,250	92%	-16,500	-35,000	-35,000	-32,000	-3,000
TOTAL CORONER REVENUES	-164,155	-168,130	-162,012	-159,262	98%	-104,302	-210,604	-210,604	-190,202	-20,402
10021126 CORONER										
511100 SALARIES PERMANENT REGULAR	53,760	53,760	54,837	54,837	100%	32,460	66,023	66,023	66,012	-11
514100 FICA & MEDICARE TAX	5,414	5,412	5,496	5,440	99%	3,147	6,351	6,351	6,350	-1
514200 RETIREMENT-COUNTY SHARE	3,656	3,654	3,674	3,671	100%	2,126	4,324	4,324	4,456	132
514400 HEALTH INSURANCE COUNTY SHARE	15,031	15,104	15,899	15,965	100%	9,042	16,693	16,693	17,862	1,169
514500 LIFE INSURANCE COUNTY SHARE	61	62	62	63	102%	32	63	63	65	2
514600 WORKERS COMPENSATION	877	721	819	837	102%	512	1,005	1,005	1,021	16
515800 PER DIEM	17,000	18,250	17,000	18,455	109%	9,815	17,000	17,000	17,000	0
521120 INTERNMENT/CREMATION	0	0	0	0	0%	0	0	2,000	2,000	2,000
521900 OTHER PROFESSIONAL SERVICES	50,000	49,368	45,000	60,405	134%	26,773	50,000	50,000	55,000	5,000
522500 TELEPHONE	150	62	150	73	49%	26	150	150	150	0
531200 OFFICE SUPPLIES AND EXPENSE	900	932	900	587	65%	820	900	900	1,000	100
531800 MIS DEPARTMENT CHARGEBACKS	1,685	2,123	1,754	1,754	100%	837	1,674	1,674	2,999	1,325
532400 MEMBERSHIP DUES	120	370	120	120	100%	0	120	120	120	0
532800 TRAINING AND INSERVICE	500	250	1,000	500	50%	250	1,000	1,000	1,000	0
533500 MEALS AND LODGING	500	410	800	0	0%	0	800	800	800	0
534700 FIELD SUPPLIES	3,000	3,934	3,000	1,453	48%	1,224	3,000	3,000	3,000	0
535100 VEHICLE FUEL / OIL	7,000	5,089	7,000	5,408	77%	2,999	7,000	7,000	6,866	-134
535200 VEHICLE MAINTENANCE AND REPAIR	3,000	2,781	3,000	3,155	105%	2,607	3,000	3,000	3,000	0
551200 INSURANCE-VEHICLE LIABILITY	1,500	973	1,500	1,373	92%	1,597	1,500	1,500	1,500	0
552100 OFFICIALS BONDS	1	1	1	1	117%	1	1	1	1	0
581900 CAPITAL OUTLAY	0	0	0	0	0%	0	30,000	25,000	0	-30,000
TOTAL CORONER	164,155	163,255	162,012	174,096	107%	94,268	210,604	207,604	190,202	-20,402
TOTAL DEPARTMENT REVENUE	-164,155	-168,130	-162,012	-159,262	98%	-104,302	-210,604	-210,604	-190,202	-20,402
TOTAL DEPARTMENT EXPENSE	164,155	163,255	162,012	174,096	107%	94,268	210,604	207,604	190,202	-20,402
-ADDITION TO / USE OF FUND BALANCE	0	-4,875	0	14,834		-10,034	0	-3,000	0	

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Criminal Justice Coordinating Council and stepping up initiative

General Government - Cooperation

Justice & Public Safety - Security for county buildings / employees

Justice & Public Safety - Diversion programs / alternatives to incarceration

Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
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.	12/31/2020 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.	12/31/2020 and Ongoing
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. Continue to pursue the establishment of a "pro se" assistance center.	12/31/2020 and Ongoing

Court Commissioner / Family Court Counseling

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 Budget	FTE's	Key Outcome Indicator(s)	
Circuit Court Commissioner	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, 757.68, 757.69, 767, 812, 813, Wis. Stats.	User Fees / Misc.	\$33,235	1.88	
			Grants	\$0		
			TOTAL REVENUES	\$33,235		
			Wages & Benefits	\$212,506		
			Operating Expenses	\$6,014		
			TOTAL EXPENSES	\$218,520		
COUNTY LEVY	\$185,285					
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	0.12	Referrals completed
			Grants	\$0		
			Use of Carryforward Funds	\$8,431		
			TOTAL REVENUES	\$24,931		
			Wages & Benefits	\$13,371		
			Operating Expenses	\$11,020		
TOTAL EXPENSES	\$24,391					
COUNTY LEVY	(\$540)					
Totals			TOTAL REVENUES	\$58,166	2.00	
			TOTAL EXPENSES	\$242,911		
			COUNTY LEVY	\$184,745		

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
"Family law" cases			
Temporary (initial) hearings	310	300	300
Final divorce hearings	102	140	150
Child support-related hearings	422	450	400
"Civil Law" cases			
Domestic abuse hearings	48	60	60
Small claims initial appearances	409	430	400
"Watts" reviews	73	74	75
Other cases			
Criminal case appearances	1,221	1,200	1,200
Traffic / forfeitures initial appearances	1,031	1,000	1,000
Mediation referrals made	120	140	140

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 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

Oversight Committee: **Law Enforcement & Judiciary**

**Court Commissioner / Family Court
Commissioner**
1.00 FTE

Court Reporter

1.00 FTE

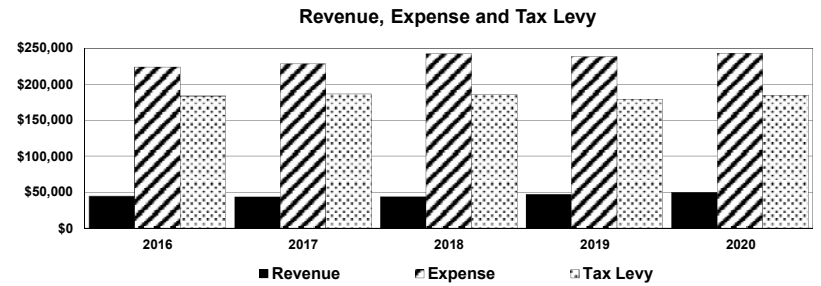
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.00	0.00	0.00
FTE Balance	2.00	2.00	2.00	2.00	2.00

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
COURT COMMISSIONER/FAMILY COURT COUNSELING SERVICE											
<u>Revenues</u>											
Tax Levy	183,411	186,193	185,448	178,907	178,907	184,745	5,838	3.26%	None	0	0
User Fees	16,470	15,946	16,411	16,500	16,500	16,500	0	0.00%			
Intergovernmental	28,115	27,379	27,135	32,708	30,000	33,235	527	1.61%	2020 Total	0	0
Use of Fund Balance	0	0	13,162	20,178	12,800	8,431	(11,747)	-58.22%			
Total Revenues	227,996	229,519	242,156	248,293	238,207	242,911	(5,382)	-2.17%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
<u>Expenses</u>											
Labor	158,506	164,179	168,417	163,279	163,079	166,159	2,880	1.76%			
Labor Benefits	51,853	53,653	52,967	56,596	56,596	59,716	3,120	5.51%			
Supplies & Services	13,505	10,513	20,772	28,418	18,532	17,036	(11,382)	-40.05%			
Addition to Fund Balance	4,132	1,174	0	0	0	0	0	0.00%			
Total Expenses	227,996	229,519	242,156	248,293	238,207	242,911	(5,382)	-2.17%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

2020 Highlights & Issues on the Horizon

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

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



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: COURT COMMISSIONER	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10005 COURT COMMISSIONER REVENUE										
411100 GENERAL PROPERTY TAXES	-186,193	-186,193	-185,448	-185,448	100%	-89,453	-178,907	-178,907	-184,745	5,838
451200 FAMILY CT COUNSEL FEE MARRIAGE	-9,000	-8,600	-9,000	-8,500	94%	-3,320	-9,000	-9,000	-9,000	0
451250 FAMILY CT COUNSEL REV CLKCOURT	-7,500	-7,346	-7,500	-7,911	105%	-3,940	-7,500	-7,500	-7,500	0
474610 CSA CONTRACT	-34,021	-27,379	-35,501	-27,135	76%	-14,287	-32,708	-30,000	-33,235	527
493200 CONTINUING APPROP PRIOR YEAR	0	0	-4,615	0	0%	0	-5,530	0	-8,431	2,901
TOTAL COURT COMMISSIONER REVENUE	-236,714	-229,519	-242,064	-228,994	95%	-111,001	-233,645	-225,407	-242,911	9,266
10005124 COURT COMMISSIONER										
511100 SALARIES PERMANENT REGULAR	155,616	157,404	156,683	155,608	99%	73,248	149,834	149,834	152,502	2,668
511900 LONGEVITY-FULL TIME	1,148	1,167	1,223	1,170	96%	0	1,016	1,016	1,056	40
514100 FICA & MEDICARE TAX	12,207	11,979	12,294	11,733	95%	5,488	11,754	11,754	11,961	207
514200 RETIREMENT-COUNTY SHARE	10,660	10,776	10,580	9,688	92%	4,798	9,881	9,881	10,365	484
514400 HEALTH INSURANCE COUNTY SHARE	29,161	29,754	29,890	28,271	95%	17,000	31,383	31,383	33,580	2,197
514500 LIFE INSURANCE COUNTY SHARE	139	142	140	106	76%	53	98	98	125	27
514600 WORKERS COMPENSATION	138	112	119	116	98%	48	98	98	116	18
515800 PER DIEM COMMITTEE	2,800	2,560	2,800	2,400	86%	1,280	2,800	2,600	2,800	0
521400 COURT REPORTER AND TRANSCRIBER	2,000	360	2,000	130	7%	0	0	0	0	0
521500 COURT COMMISSIONERS	500	0	500	0	0%	715	1,000	1,000	1,000	0
522500 TELEPHONE	200	88	100	114	114%	90	100	180	180	80
524800 MAINTENANCE AGREEMENT	900	0	900	0	0%	0	0	0	0	0
531100 POSTAGE AND BOX RENT	2,000	1,766	1,400	1,859	133%	1,168	1,200	2,000	2,000	800
531200 OFFICE SUPPLIES AND EXPENSE	600	405	600	467	78%	458	600	600	600	0
531400 SMALL EQUIPMENT	0	0	0	6,163	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	499	499	554	554	100%	476	951	952	1,236	285
532400 MEMBERSHIP DUES	470	470	470	200	43%	200	200	200	200	0
532800 TRAINING AND INSERVICE	200	0	200	0	0%	200	200	200	200	0
533200 MILEAGE	300	515	300	480	160%	263	300	400	400	100
533500 MEALS AND LODGING	200	0	200	0	0%	0	200	0	200	0
TOTAL COURT COMMISSIONER	219,738	217,996	220,953	219,061	99%	105,484	211,615	212,196	218,521	6,906
10005127 MEDIATION COUNSELING										
511100 SALARIES PERMANENT REGULAR	4,813	3,031	10,001	9,164	92%	4,675	9,564	9,564	9,734	170
511900 LONGEVITY-FULL TIME	36	17	78	75	96%	0	65	65	67	2
514100 FICA & MEDICARE TAX	371	225	771	677	88%	343	737	737	750	13
514200 RETIREMENT-COUNTY SHARE	330	207	675	618	92%	306	631	631	662	31
514400 HEALTH INSURANCE COUNTY SHARE	902	453	1,908	1,744	91%	1,085	2,003	2,003	2,143	140
514500 LIFE INSURANCE COUNTY SHARE	3	3	6	7	113%	3	6	6	8	2
514600 WORKERS COMPENSATION	3	2	6	5	90%	2	5	5	6	1

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: COURT COMMISSIONER	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10005127 MEDIATION COUNSELING										
521800 PURCHASED SERVICES	10,518	6,410	7,666	10,805	141%	7,050	9,019	13,000	11,020	2,001
TOTAL MEDIATION COUNSELING	16,976	10,348	21,111	23,095	109%	13,466	22,030	26,011	24,390	2,360
TOTAL DEPARTMENT REVENUE	-236,714	-229,519	-242,064	-228,994	95%	-111,001	-233,645	-225,407	-242,911	9,266
TOTAL DEPARTMENT EXPENSE	236,714	228,344	242,064	242,156	100%	118,950	233,645	238,207	242,911	9,266
-ADDITION TO / USE OF FUND BALANCE	0	-1,174	0	13,162		7,949	0	12,800	0	

District Attorney

Department Vision - Where the department would ideally like to be

"That guilt shall not escape or innocence suffer; that Justice be done in all cases."

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

To discharge the duties assigned to the DA's office by Chapter 978 of the Wisconsin Statutes and to increase public safety by helping to remove dangerous criminals and by focusing on dispositions which address the root causes of crime.

Elements of Countywide Mission Fulfilled

Provide fiscally responsible / essential services
Promote safe community

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Criminal Justice Coordinating Council and stepping up initiative

General Government - Cooperation

Justice & Public Safety - Diversion programs / alternatives to incarceration

Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
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
Use evidence based decision making principles, enhanced by professional judgment	CJCC involvement / ORAS (Risk Assessment Tool) training set for August 26-27, 2019	Once risk assessment information becomes available earlier in criminal justice process, begin using that information to inform (charging, diversion, disposition) decisions.	Ongoing

Program Title	Program Description	Mandates and References	2020 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	\$60,569	1.94	Attorneys are State Expense
			TOTAL REVENUES	\$60,569		
			Wages & Benefits	\$137,313		
			Operating Expenses	\$7,778		
			TOTAL EXPENSES	\$145,091		
		COUNTY LEVY	\$84,522			
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 Attorneys are State Expense
			Use of Fund Balance	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$25,443		
			Operating Expenses	\$6,865		
			TOTAL EXPENSES	\$32,308		
		COUNTY LEVY	\$32,308			

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 and on rehabilitation. Collection of restitution information from victims to submit to the Court, so that victims may be made whole financially. Assist law enforcement in the investigation of cases by providing legal advice, assisting with subpoenas for documents, search warrants and legal research. Provide legal updates and training to law enforcement agencies in Sauk County.	Wisconsin Statutes Chapters 48, 938 - 980, Wisconsin Constitution Article VI Section 4	5.54	Number of Cases Restitution Dollars Collected Attorneys are State Expense														
Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program (ICJR)	The Sauk County District Attorney's Office received the ICJR grant through the Department of Justice's Office on Violence Against Women from October 1, 2017 through September 30, 2020. The grant is being funded to encourage partnerships among governments, courts, victim service providers, coalitions and rape crisis centers, to ensure that sexual assault, domestic violence, dating violence, and stalking are treated seriously.	CFDA 16.590	-	100% law enforcement-to-advocacy referral rate for all reported instances of sexual assault, domestic violence, stalking, and dating/teen violence														
Totals/Additional Comments (Staffing Needs)	The department remains understaffed with 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 and other technological advances, has resulted in current support staffing levels being sufficient.		7.80															
			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">Revenues</td><td style="width: 50%; text-align: right;">\$26,000</td></tr> <tr><td>Use of Fund Balance</td><td style="text-align: right;">\$0</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$26,000</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$415,217</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$20,593</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$435,810</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">\$409,810</td></tr> </table>	Revenues	\$26,000	Use of Fund Balance	\$0	TOTAL REVENUES	\$26,000	Wages & Benefits	\$415,217	Operating Expenses	\$20,593	TOTAL EXPENSES	\$435,810	COUNTY LEVY	\$409,810	
Revenues	\$26,000																	
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TOTAL REVENUES	\$150,000																	
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COUNTY LEVY	\$0																	
			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">TOTAL REVENUES</td><td style="width: 50%; text-align: right;">\$236,569</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$763,209</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">\$526,640</td></tr> </table>	TOTAL REVENUES	\$236,569	TOTAL EXPENSES	\$763,209	COUNTY LEVY	\$526,640									
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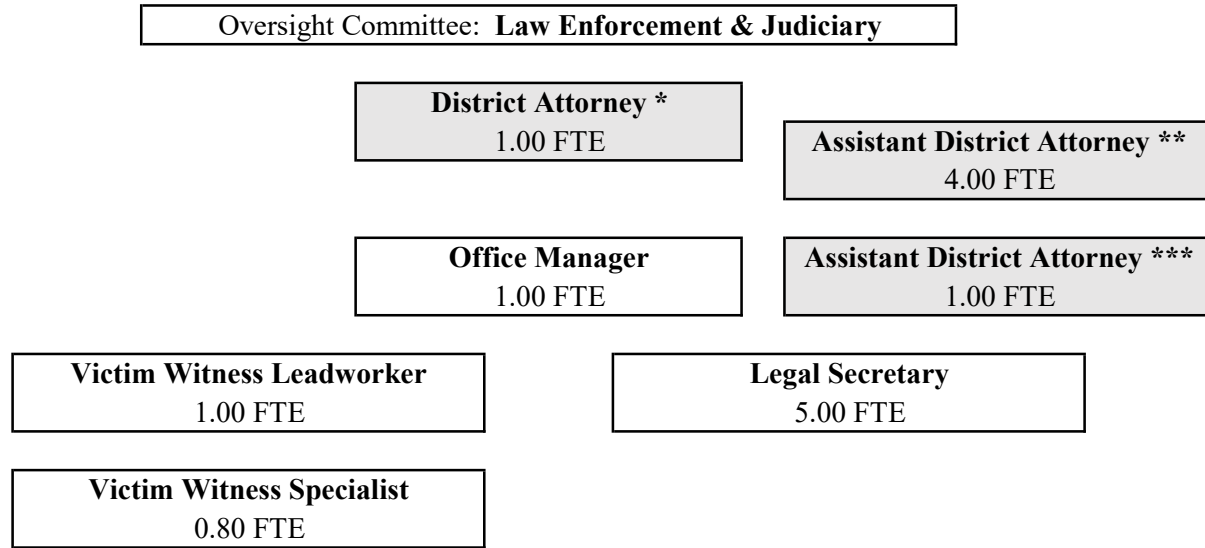
Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimate	2020 Budget
All Cases Received	3,015	3,022	3,019
Adult Felony Referrals	758	773	766
Adult Felony Filed	619	657	638
Adult Misdemeanor Filed	624	576	600
Criminal Traffic Filed	427	262	345
Juvenile Delinquent	43	51	47
Civil Traffic/Forfeiture Cases	958	1,008	983
Initial Contact Letters to Victims	1,012	1,128	1,070
No Prosecution Notification to Victims	177	209	193

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

Description	What do the results mean?
Closed Cases	Outcome Indicators are too subjective to answer the question "How well are we doing?"; Appropriate disposition for 1 case may be completely inappropriate for a 2nd case depending on offense and individual circumstances.

District Attorney



* The District Attorney is an elected official whose salary is paid by the State of Wisconsin.

** The Assistant District Attorneys are also State employees.

*** An Assistant District Attorney is currently assigned to Sauk County through a Department of Justice Office on Violence Against Women grant, focusing on improving criminal justice responses to sexual assault, domestic violence, dating violence and stalking.

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.00	0.00	0.00
FTE Balance	7.80	7.80	7.80	7.80	7.80

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
DISTRICT ATTORNEY / VICTIM WITNESS											
<u>Revenues</u>											
Tax Levy	434,544	461,118	474,970	500,259	500,259	526,640	26,381	5.27%	None	0	0
Grants & Aids	202,371	260,342	149,579	208,795	217,314	210,569	1,774	0.85%			
User Fees	21,103	26,241	27,441	26,000	21,437	26,000	0	0.00%	2020 Total	0	0
Use of Fund Balance	21,505	0	19,710	0	0	0	0	0.00%			
Total Revenues	679,523	747,701	671,700	735,054	739,010	763,209	28,155	3.83%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
<u>Expenses</u>											
Labor	336,870	327,983	369,880	380,765	380,778	395,537	14,772	3.88%			
Labor Benefits	152,292	144,615	168,549	171,349	171,349	182,436	11,087	6.47%			
Supplies & Services	190,361	204,782	133,270	182,940	186,883	185,236	2,296	1.26%			
Addition to Fund Balance	0	70,322	0	0	0	0	0	0.00%			
Total Expenses	679,523	747,701	671,700	735,054	739,010	763,209	28,155	3.83%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

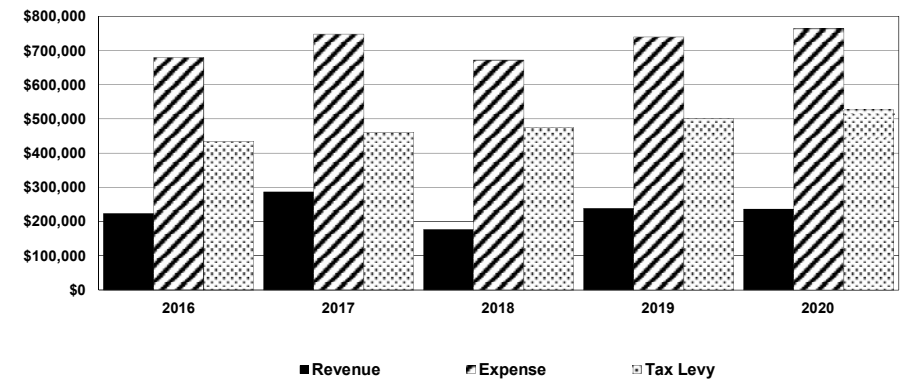
2020 Highlights & Issues on the Horizon

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, cases and results in delays in charging and

The Sauk County District Attorney's Office 2020 budget continues to include \$150,000 to reflect a portion of the total grant dollars expected to be disbursed over a three (3) year grant period.

The Sauk County District Attorney's Office received the Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence and Stalking (ICJR) grant through the Department of Justice's Office on Violence Against Women from October 1, 2017 through September 30, 2020. The grant is being funded to encourage partnerships among governments, courts, victim providers, and crisis centers to ensure these cases are treated seriously, requiring the coordinated involvement of the entire criminal justice system and community-based victim service organizations. The total grant award amount is \$450,000.

**Revenue, Expense and Tax Levy
Five Year Trend**



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: DISTRICT ATTY/VICTIM WITNESS	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10014 DISTRICT ATTY REVENUE										
411100 GENERAL PROPERTY TAXES	-461,118	-461,118	-474,970	-474,970	100%	-250,130	-500,259	-500,259	-526,640	26,381
424268 SAJI-DOJ GRANT	-194,236	-201,924	-20,000	-45,716	229%	0	0	0	0	0
424269 ICJR-DOJ GRANT	0	0	-150,000	-46,267	31%	0	-150,000	-150,000	-150,000	0
424270 S/A:VICTIM WITNESS ASSIST	-57,318	-58,419	-60,090	-57,595	96%	-37,949	-58,795	-67,314	-60,569	1,774
451240 RESTITUTION SURCHARGE-CO	-7,000	-4,958	-5,000	-8,731	175%	-4,551	-9,000	-7,437	-9,000	0
452020 COPIES AND PHOTOS	-15,000	-21,283	-16,000	-18,710	117%	-8,622	-17,000	-14,000	-17,000	0
493010 FUND BALANCE APPLIED	0	0	-20,000	0	0%	0	0	0	0	0
TOTAL DISTRICT ATTY REVENUE	-734,672	-747,701	-746,060	-651,990	87%	-301,253	-735,054	-739,010	-763,209	28,155
10014130 DISTRICT ATTORNEY										
511100 SALARIES PERMANENT REGULAR	266,363	246,619	273,239	272,139	100%	140,894	289,348	289,348	300,786	11,438
511900 LONGEVITY-FULL TIME	2,550	2,223	2,090	2,090	100%	0	2,190	2,190	2,290	100
514100 FICA & MEDICARE TAX	20,572	17,808	21,063	18,963	90%	9,739	22,303	22,303	23,185	882
514200 RETIREMENT-COUNTY SHARE	18,286	16,348	18,447	18,356	100%	9,229	19,096	19,096	20,458	1,362
514400 HEALTH INSURANCE COUNTY SHARE	90,188	81,782	95,393	95,126	100%	54,254	100,160	100,160	107,172	7,012
514500 LIFE INSURANCE COUNTY SHARE	133	109	124	149	120%	83	161	161	175	14
514600 WORKERS COMPENSATION	188	140	165	163	99%	70	146	146	182	36
520900 CONTRACTED SERVICES	183,932	165,840	192,500	110,977	58%	23,617	152,500	152,500	152,500	0
521400 COURT REPORTER AND TRANSCRIBER	2,000	2,268	2,000	1,819	91%	473	2,600	2,600	1,500	-1,100
521900 OTHER PROFESSIONAL SERVICES	2,500	1,089	2,500	375	15%	555	1,500	1,500	1,500	0
522500 TELEPHONE	500	343	500	338	68%	170	400	400	400	0
531100 POSTAGE AND BOX RENT	4,000	2,496	4,000	2,822	71%	1,615	3,000	3,000	3,000	0
531200 OFFICE SUPPLIES AND EXPENSE	8,500	7,619	7,000	4,953	71%	4,388	7,000	7,000	3,000	-4,000
531300 PHOTO COPIES	300	205	300	81	27%	100	300	300	300	0
531400 SMALL EQUIPMENT	600	120	600	0	0%	0	600	600	1,100	500
531800 MIS DEPARTMENT CHARGEBACKS	3,965	4,826	3,986	3,986	100%	3,437	5,188	9,131	7,168	1,980
532300 PROFESSIONAL SUBSCRIPTION	350	366	350	551	157%	104	400	400	400	0
532400 MEMBERSHIP DUES	310	405	325	380	117%	250	325	325	3,575	3,250
532500 SEMINARS AND REGISTRATIONS	1,095	5,183	1,200	520	43%	445	1,200	1,200	1,170	-30
533200 MILEAGE	1,700	96	500	148	30%	20	500	500	696	196
533500 MEALS AND LODGING	12,344	9,177	1,200	2,583	215%	0	1,200	1,200	1,149	-51
TOTAL DISTRICT ATTORNEY	620,376	565,061	627,482	536,519	86%	249,442	610,117	614,060	631,706	21,589
10014131 VICTIM/WITNESS										
511100 SALARIES PERMANENT REGULAR	44,999	44,997	46,862	56,464	120%	25,884	52,742	52,742	54,501	1,759
511200 SALARIES-PERMANENT-OVERTIME	0	291	0	222	0%	13	0	13	0	0
511900 LONGEVITY-FULL TIME	580	644	600	550	92%	0	0	0	0	0
512100 WAGES-PART TIME	33,201	33,210	34,573	38,334	111%	18,042	36,381	36,381	37,840	1,459
512900 LONGEVITY-PART TIME	70	0	80	80	100%	0	104	104	120	16

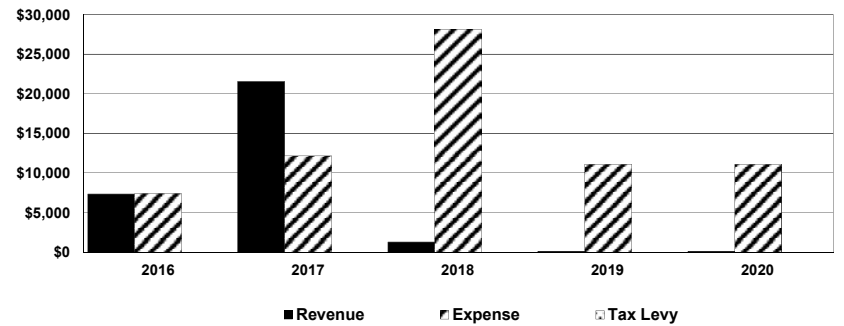
Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: DISTRICT ATTY/VICTIM WITNESS	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10014131 VICTIM/WITNESS										
514100 FICA & MEDICARE TAX	6,032	5,494	6,282	7,018	112%	3,249	6,826	6,826	7,073	247
514200 RETIREMENT-COUNTY SHARE	5,362	5,379	5,502	5,485	100%	2,878	5,844	5,844	6,241	397
514400 HEALTH INSURANCE COUNTY SHARE	17,356	17,439	18,357	23,169	126%	9,042	16,693	16,693	17,862	1,169
514500 LIFE INSURANCE COUNTY SHARE	70	71	72	63	88%	16	75	75	33	-42
514600 WORKERS COMPENSATION	55	45	49	57	117%	22	45	45	55	10
522500 TELEPHONE	250	215	250	175	70%	99	250	250	250	0
531100 POSTAGE AND BOX RENT	2,100	1,652	2,100	1,560	74%	928	2,000	2,000	2,000	0
531200 OFFICE SUPPLIES AND EXPENSE	1,800	1,459	1,300	278	21%	278	1,500	1,500	1,500	0
531400 SMALL EQUIPMENT	0	0	0	0	0%	0	0	0	1,000	1,000
531800 MIS DEPARTMENT CHARGEBACKS	846	846	846	846	100%	386	772	772	1,251	479
532400 MEMBERSHIP DUES	165	70	165	70	42%	70	165	165	165	0
532500 SEMINARS AND REGISTRATIONS	380	255	380	255	67%	262	380	380	390	10
533200 MILEAGE	600	217	600	335	56%	153	600	600	638	38
533500 MEALS AND LODGING	430	36	560	219	39%	51	560	560	584	24
TOTAL VICTIM/WITNESS	114,296	112,319	118,578	135,181	114%	61,373	124,937	124,950	131,503	6,566
TOTAL DEPARTMENT REVENUE	-734,672	-747,701	-746,060	-651,990	87%	-301,253	-735,054	-739,010	-763,209	28,155
TOTAL DEPARTMENT EXPENSE	734,672	677,379	746,060	671,700	90%	310,816	735,054	739,010	763,209	28,155
-ADDITION TO / USE OF FUND BALANCE	0	-70,322	0	19,710		9,563	0	0	0	

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
DRUG SEIZURES											
<u>Revenues</u>											
Grants & Aids	2,230	4,549	606	0	0	0	0.00%				
Fees, Fines & Forfeitures	5,061	16,957	601	0	0	0	0.00%	None	0	0	
Interest	44	56	72	100	100	100	0.00%				
Use of Fund Balance	76	0	26,863	11,000	11,000	11,000	0.00%	2020 Total	0	0	
Total Revenues	7,411	21,562	28,142	11,100	11,100	11,100	0.00%				
<u>Expenses</u>											
Supplies & Services	7,411	12,146	28,142	11,100	11,100	11,100	0.00%	2021	0	0	
Addition to Fund Balance	0	9,416	0	0	0	0	0.00%	2022	0	0	
								2023	0	0	
								2024	0	0	
Total Expenses	7,411	21,562	28,142	11,100	11,100	11,100	0.00%				
Beginning of Year Fund Balance	79,334	79,258	88,674		61,811	50,811					
End of Year Fund Balance	79,258	88,674	61,811		50,811	39,811					

2020 Highlights & Issues on the Horizon

State and Federally authorized seizure of cash or properties can only be used for drug related activities. No specific items are planned for purchase in 2019.

Revenue, Expense and Tax Levy



Sporadic receipt of funds from seizures made subsequent to drug convictions.

Fund: DRUG SEIZURES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: SHERIFF	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
28020 DRUG SEIZURES REVENUE										
424210 STATE DRUG GRANTS	0	-4,549	0	-606	0%	0	0	0	0	0
441300 COURT ORDERED RESTITUTION	0	-7,241	0	-1,657	0%	0	0	0	0	0
452170 FED DRUG FORFEITURES	0	-9,716	0	1,056	0%	-151	0	0	0	0
481100 INTEREST ON INVESTMENTS	-100	-56	-100	-72	72%	0	-100	-100	-100	0
493010 FUND BALANCE APPLIED	-11,000	0	-11,000	0	0%	0	-11,000	0	-11,000	0
TOTAL DRUG SEIZURES REVENUE	-11,100	-21,562	-11,100	-1,279	12%	-151	-11,100	-100	-11,100	0
28020110 DRUG SEIZURES ADMINISTRATION										
520900 CONTRACTED SERVICES	2,000	6,848	2,000	4,271	214%	0	2,000	2,000	2,000	0
524000 MISCELLANEOUS EXPENSES	9,100	5,298	9,100	23,871	262%	1,712	9,100	9,100	9,100	0
TOTAL DRUG SEIZURES ADMINISTRATION	11,100	12,146	11,100	28,142	254%	1,712	11,100	11,100	11,100	0
TOTAL DEPARTMENT REVENUE	-11,100	-21,562	-11,100	-1,279	12%	-151	-11,100	-100	-11,100	0
TOTAL DEPARTMENT EXPENSE	11,100	12,146	11,100	28,142	254%	1,712	11,100	11,100	11,100	0
-ADDITION TO / USE OF FUND BALANCE	0	-9,416	0	26,863		1,560	0	11,000	0	

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board
General Government - Cooperation
Conservation, Development, Recreation, Culture, and Education - Groundwater study
Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update
Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land
Health and Human Services - Commitment to Health Care Center
Health and Human Services - Peer learning groups
Justice & Public Safety - Emergency response and preparedness
Justice & Public Safety - Security for county buildings / employees
Outside Issues - Communication - into and with the community

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	At least 2 trainings will be offered. One in Spring and one in fall.	Continue to offer new NIMS training as appropriate.	3/1/2020
Continued preparedness education to citizens	Provide training to citizens that meet current hazard analysis results.	Provide at least 2 training topics each year. One in Spring and on in Fall	3/1/2020
Conduct Local Emergency Planning Committee (LEPC)	Annual meeting is held and all SARA components are addressed.	Make changes to by-laws to ensure the Emergency Planning and Community Right-to-Know Act (EPCRA) law is being met	12/31/2020
Continue with tabletop, functional, and full scale Exercise	Exercises held and required reports completed. .	Continue exercises to meet the hazards and vulnerabilities identified with the County.	12/31/2020
Ongoing planning, education and awareness to newly developing issues	Conduct yearly hazard analysis. Work with local first responders to identify threats and needs.	To quickly and effectively deal with any new threats or problems that may present themselves	12/31/2020
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	12/31/2020
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	12/31/2020
Conduct a flood study to determine how future heavy rains will impact Sauk County	Grant applied for and contract established with U.W. Madison.	A 2080 flood study will be completed by research scientists from U.W. Madison	12/31/2021
Continue update of the Sauk County Continuity of Operations plan.	Work with each department to identify critical needs.	COOP plans will be stored	Continuous

Emergency Management

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 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	\$112,250	1.13	Information sharing with residents is effective. Loss of life remains at zero.
			Use of Fund Balance	\$20,000		
			TOTAL REVENUES	\$132,250		
			Wages & Benefits	\$126,490		
			Operating Expenses	\$101,386		
TOTAL EXPENSES	\$227,876					
			COUNTY LEVY	\$95,626		
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	\$65,312		
			Operating Expenses	\$19,286		
			TOTAL EXPENSES	\$84,598		
			COUNTY LEVY	\$65,598		
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	\$151,250	1.75	
			TOTAL EXPENSES	\$314,473		
			COUNTY LEVY	\$163,223		

Output Measures - How much are we doing?			
Description	2018 Actual	2019 estimate	2020 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 courses that are sponsored and taught)	NIMS/ICS training *Family Reunification *Severe Weather Training *Public Awareness * Talks/appearances *Law enforcement in-service *Command Post Training*	*NIMS/ICS training *AED/Stop the bleed *Severe Weather Training *Public Awareness * Talks/appearances *Law enforcement in-service *Command Post Training	*NIMS/ICS training *Family Reunification *Severe Weather Training *Public Awareness * Talks/appearances *Active shooter training *Flood preparedness Command Post Training*
Exercises	31 tabletops, 7 functional	26 tabletops, 4 functional, 1 full scale	6 tabletops, 1 functional

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 estimate	2020 Budget
The 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 injury 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 incidents have minimal casualties, including schools
Grant applied for and received	EMPG and SARA grants received for an estimated \$70,000.	\$68,900	\$68,900	\$70,000

Emergency Management

Oversight Committee: **Executive & Legislative**

Emergency Management Director
1.00 FTE

Program Assistant
0.75 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	-0.66	0.41	0.00	0.50	-0.50
FTE Balance	1.34	1.75	1.75	2.25	1.75

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
EMERGENCY MANAGEMENT											
<u>Revenues</u>											
Tax Levy	93,698	123,902	158,755	145,720	145,720	163,224	17,504	12.01%	None	0	0
Grants & Aids	71,655	79,169	77,001	67,000	78,000	128,000	61,000	91.04%			
User Fees	3,181	1,275	275	500	200	400	(100)	-20.00%	2020 Total	0	0
Intergovernmental	1,000	1,851	6,843	200	3,514	2,600	2,400	1200.00%			
Donations	0	0	261	0	246	250	250	0.00%	2021	0	0
Use of Fund Balance	0	0	13,872	33,146	62,491	20,000	(13,146)	-39.66%	2022	0	0
									2023	30,000	30,000
									2024	0	0
Total Revenues	169,534	206,197	257,008	246,566	290,171	314,474	67,908	27.54%			
<u>Expenses</u>											
Labor	92,006	110,425	127,822	150,458	184,948	134,936	(15,522)	-10.32%			
Labor Benefits	29,013	46,218	51,047	56,704	57,980	56,866	162	0.29%			
Supplies & Services	27,081	36,312	49,933	39,404	47,243	122,672	83,268	211.32%			
Capital Outlay	0	0	28,205	0	0	0	0	0.00%			
Addition to Fund Balance	21,434	13,243	0	0	0	0	0	0.00%			
Total Expenses	169,534	206,197	257,008	246,566	290,171	314,474	67,908	27.54%			

Beginning of Year Fund Balance
End of Year Fund Balance

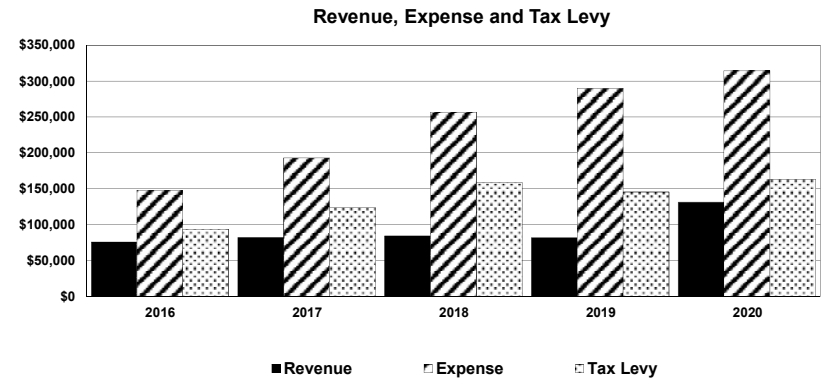
Included in General Fund Total

2020 Highlights & Issues on the Horizon

The Program Assistant position is to be reclassified to an Emergency Management Programs Coordinator due to more responsibility being placed on the position.

With increasing significant rainfalls, a "2080 Flood Study" with UW Madison is being sought to identify areas of mitigation or areas that should remain undeveloped. This will be funded by grant dollars of an estimated \$60,000 with a local match of \$20,000.

Results of the "2080 Flood Study" may have implications on zoning.



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: EMERGENCY MANAGEMENT	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10022 EMERGENCY MANAGEMENT REVENUE										
411100 GENERAL PROPERTY TAXES	-123,902	-123,902	-158,755	-158,755	100%	-72,860	-145,720	-145,720	-163,224	17,504
424290 FEMA DISASTER AIDS	0	0	0	0	0%	0	0	-10,000	0	0
424300 EMERGENCY MGNT ASSISTANCE	-49,000	-51,993	-49,000	-57,827	118%	-6,500	-49,000	-49,000	-49,000	0
424310 SARA PROGRAM	-19,000	-19,657	-18,000	-19,174	107%	0	-18,000	-19,000	-19,000	1,000
424311 FLOOD MITIGATION PLANNING AID	0	0	0	0	0%	0	0	0	-60,000	60,000
424610 ANTI-TERRORISM GRANT	0	-7,519	0	0	0%	0	0	0	0	0
452060 MISCELLANEOUS REVENUES	-250	-1,275	-500	-275	55%	-175	-500	-200	-400	-100
472490 LOCAL GOVT/AGENCY PAYMENTS	0	-1,851	0	-6,843	0%	-3,514	-200	-3,514	-2,600	2,400
485010 DONATIONS & CONTRIBUTIONS	0	0	0	-261	0%	-246	0	-246	-250	250
493010 FUND BALANCE APPLIED	0	0	0	0	0%	0	-33,146	0	-20,000	-13,146
TOTAL EMERGENCY MANAGEMENT REVENUE	-192,152	-206,197	-226,255	-243,135	107%	-83,295	-246,566	-227,680	-314,474	67,908
10022110 EMERGENCY MGNT-ADMINISTRATION										
511100 SALARIES PERMANENT REGULAR	79,875	79,875	82,811	90,174	109%	87,575	115,747	149,286	90,072	-25,675
511200 SALARIES-PERMANENT-OVERTIME	0	0	0	27	0%	0	0	0	0	0
511900 LONGEVITY-FULL TIME	200	200	220	220	100%	0	240	240	260	20
512100 WAGES-PART TIME	32,313	30,350	32,698	35,448	108%	16,705	34,471	34,471	44,544	10,073
512200 WAGES-PART TIME-OVERTIME	0	0	0	1,919	0%	951	0	951	0	0
512900 LONGEVITY-PART TIME	0	0	0	0	0%	0	0	0	60	60
514100 FICA & MEDICARE TAX	8,598	8,133	8,853	9,291	105%	7,777	11,510	14,149	10,323	-1,187
514200 RETIREMENT-COUNTY SHARE	7,642	7,543	7,754	7,989	103%	3,995	9,855	8,037	9,108	-747
514400 HEALTH INSURANCE COUNTY SHARE	26,561	29,054	31,797	31,930	100%	18,085	33,387	33,387	35,724	2,337
514500 LIFE INSURANCE COUNTY SHARE	52	47	48	49	101%	25	61	49	51	-10
514600 WORKERS COMPENSATION	1,802	1,441	1,627	1,789	110%	1,385	1,891	2,358	1,660	-231
515900 RELIEF WORKER CHARGES	0	0	0	34	0%	0	0	0	0	0
533200 MILEAGE	0	595	0	1,003	0%	1,760	0	1,500	650	650
533500 MEALS AND LODGING	0	12	0	26	0%	0	0	100	100	100
TOTAL EMERGENCY MGNT-ADMINISTRATION	157,043	157,251	165,808	179,898	108%	138,257	207,162	244,528	192,552	-14,610
10022260 FIRE SUPPRESSION										
535300 DAMAGE CLAIMS	2,000	0	2,000	58	3%	1,186	2,000	1,186	2,000	0
TOTAL FIRE SUPPRESSION	2,000	0	2,000	58	3%	1,186	2,000	1,186	2,000	0
10022290 OFFICE OF EMERGENCY GOVERNMENT										
520900 CONTRACTED SERVICES	0	0	0	5,500	0%	15,924	0	13,400	80,000	80,000
522500 TELEPHONE	1,000	1,436	1,500	1,139	76%	868	1,500	1,250	1,250	-250
531100 POSTAGE AND BOX RENT	250	35	150	68	45%	113	150	150	150	0
531200 OFFICE SUPPLIES AND EXPENSE	545	147	545	111	20%	209	400	250	250	-150
531800 MIS DEPARTMENT CHARGEBACKS	982	2,297	1,926	3,013	156%	1,894	3,477	3,477	6,661	3,184

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: EMERGENCY MANAGEMENT	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10022290 OFFICE OF EMERGENCY GOVERNMENT										
532100 PUBLICATION OF LEGAL NOTICES	25	0	25	18	70%	0	25	25	25	0
532200 SUBSCRIPTIONS	100	0	0	0	0%	0	0	0	0	0
532400 MEMBERSHIP DUES	100	100	50	0	0%	0	50	50	50	0
532800 TRAINING AND INSERVICE	1,500	2,198	1,500	839	56%	381	1,500	1,500	1,500	0
533100 VEHICLE EXPENSES	3,000	1,642	3,000	1,543	51%	388	3,000	1,500	3,000	0
533200 MILEAGE	200	0	200	0	0%	0	200	0	0	-200
533500 MEALS AND LODGING	200	46	200	628	314%	0	200	0	0	-200
533910 VOLUNTEER MANAGEMENT	0	0	0	8,727	0%	0	0	0	0	0
533911 DISASTER RECOVERY CENTER	0	0	0	696	0%	3	0	3	0	0
533912 PROTECTIVE MEAS FLOOD 2018	0	0	0	11,196	0%	0	0	0	0	0
539100 OTHER SUPPLIES & EXPENSES	5,000	11,913	5,000	3,472	69%	1,297	5,000	5,000	5,000	0
551000 INSURANCE	4,000	2,620	4,000	2,506	63%	2,948	4,000	2,750	2,750	-1,250
581900 CAPITAL OUTLAY	0	0	12,000	14,103	118%	0	0	0	0	0
TOTAL OFFICE OF EMERGENCY GOVERNMENT	16,902	22,435	30,096	53,559	178%	24,023	19,502	29,355	100,636	81,134
10022291 SARA PROGRAM										
520900 CONTRACTED SERVICES	1,000	0	1,000	0	0%	2,524	1,000	0	0	-1,000
522500 TELEPHONE	1,000	1,389	1,500	1,139	76%	868	1,500	1,250	1,250	-250
531200 OFFICE SUPPLIES AND EXPENSE	400	84	100	111	111%	74	100	100	100	0
531800 MIS DEPARTMENT CHARGEBACKS	982	1,009	1,926	1,926	100%	1,351	3,477	3,477	6,661	3,184
532100 PUBLICATION OF LEGAL NOTICES	25	21	25	18	70%	0	25	25	25	0
532200 SUBSCRIPTIONS	500	0	0	0	0%	0	0	0	0	0
532800 TRAINING AND INSERVICE	2,000	2,195	1,500	728	49%	209	1,500	1,500	1,500	0
533100 VEHICLE EXPENSES	2,000	817	2,000	560	28%	388	2,000	1,000	2,000	0
533200 MILEAGE	100	0	100	0	0%	0	100	0	0	-100
533500 MEALS AND LODGING	200	46	200	0	0%	0	200	0	0	-200
539100 OTHER SUPPLIES & EXPENSES	5,000	5,743	5,000	3,030	61%	1,026	5,000	5,000	5,000	0
551000 INSURANCE	3,000	1,965	3,000	1,879	63%	2,211	3,000	2,750	2,750	-250
581900 CAPITAL OUTLAY	0	0	12,000	14,103	118%	0	0	0	0	0
TOTAL SARA PROGRAM	16,207	13,269	28,351	23,494	83%	8,650	17,902	15,102	19,286	1,384
TOTAL DEPARTMENT REVENUE	-192,152	-206,197	-226,255	-243,135	107%	-83,295	-246,566	-227,680	-314,474	67,908
TOTAL DEPARTMENT EXPENSE	192,152	192,954	226,255	257,008	114%	172,117	246,566	290,171	314,474	67,908
-ADDITION TO / USE OF FUND BALANCE	0	-13,243	0	13,872		88,822	0	62,491	0	

JAIL ASSESSMENT

Revenues

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget
Fees, Fines & Forfeitures	93,094	102,790	110,771	100,000	120,000	100,000
Use of Fund Balance	0	0	0	0	16,561	0
Total Revenues	93,094	102,790	110,771	100,000	136,561	100,000

Expenses

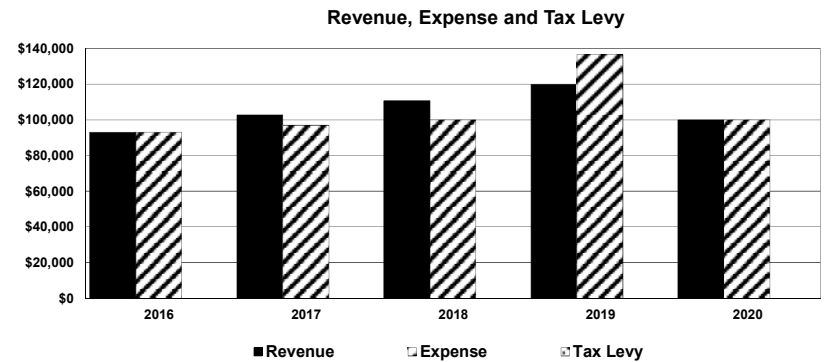
Transfer to Debt Service	93,094	97,000	100,000	100,000	136,561	100,000
Addition to Fund Balance	0	5,790	10,771	0	0	0
Total Expenses	93,094	102,790	110,771	100,000	136,561	100,000

Beginning of Year Fund Balance	0	0	5,790		16,561	0
End of Year Fund Balance	0	5,790	16,561		0	0

	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
	0	0.00%	None	0	0
	0	0.00%			
2020 Total	0	0.00%		0	0
			2021	0	0
	0	0.00%	2022	0	0
	0	0.00%	2023	0	0
	0	0.00%	2024	0	0

2020 Highlights & Issues on the Horizon

Jail assessment revenues are transferred to debt service for repayment of principal and interest on Law Enforcement Center construction debt. Final Law Enforcement Center debt repayment in 2021.



Fund: COUNTY JAIL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: SHERIFF	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
22020 COUNTY JAIL REVENUE										
441220 JAIL ASSESSMENT	-97,000	-102,790	-100,000	-110,771	111%	-57,628	-100,000	-120,000	-100,000	0
TOTAL COUNTY JAIL REVENUE	-97,000	-102,790	-100,000	-110,771	111%	-57,628	-100,000	-120,000	-100,000	0
22020900 TRANSFERS TO OTHER FUNDS										
595000 TRANSFER TO DEBT SERVICE FUND	97,000	97,000	100,000	100,000	100%	50,000	100,000	136,561	100,000	0
TOTAL TRANSFERS TO OTHER FUNDS	97,000	97,000	100,000	100,000	100%	50,000	100,000	136,561	100,000	0
TOTAL DEPARTMENT REVENUE	-97,000	-102,790	-100,000	-110,771	111%	-57,628	-100,000	-120,000	-100,000	0
TOTAL DEPARTMENT EXPENSE	97,000	97,000	100,000	100,000	100%	50,000	100,000	136,561	100,000	0
-ADDITION TO / USE OF FUND BALANCE	0	-5,790	0	-10,771		-7,628	0	16,561	0	

Register in Probate / Juvenile Clerk of Court

Department Vision - Where the department would ideally like to be

The department will work collectively with internal and external entities to process and complete electronic and paper filings, promote the use of available resources by pro se filers, and to administer the collection of departmental fees in collaboration with the Sauk County Clerk of Court.

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

The mission of the office of Register in Probate / Juvenile Clerk of Court is to maintain the records and perform statutory functions pertaining to Formal and Informal Probate; Juvenile and Adult Adoptions; Juvenile and Adult Guardianships; Juvenile and Adult Mental Commitments; Juvenile Termination of Parental Rights; Children in Need of Protection and Services; Juveniles in Need of Protection and Services; and Juvenile Delinquencies.

Elements of Countywide Mission Fulfilled

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Cooperation
Justice & Public Safety - Security for county buildings / employees

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Efficiently manage the processing and filing of cases by pro-se filers.	Reduce time spent on a case by case basis in excess of 45 minutes by 10%.	Refer pro se filers to utilize the department website links and printed materials to assist in the preparation and filing of cases/documents.	12/31/2020
Effectively manage the increased number of pro se juvenile guardianship filings.	Coordinate screening and filings with DHS when appropriate.	Increase utilization of the Delegation of Power by Parent document when appropriate. Continue communications with the Wisconsin State Bar. Continue to monitor WI legislation relative to statutory changes.	12/31/2020

Program Evaluation

Program Title	Program Description	Mandates and References	2020 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.	Wis Stat Chapters 814.66 through 879.69 Chapters 51, 54, 55,	User Fees	\$25,000	1.35	Time to closure Notices sent compared to responses received
			TOTAL REVENUES	\$25,000		
			Wages & Benefits	\$102,759		
			Operating Expenses	\$14,495		
			TOTAL EXPENSES	\$117,254		
	COUNTY LEVY	\$92,254				
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.	Wis Stat Chapter 48 Children's Code; Chapter 938 Juvenile Justice Code; Chapters 51, 54	User Fees	\$300	0.65	Time to closure
			Grants & Aids	\$500		
			TOTAL REVENUES	\$800		
			Wages & Benefits	\$51,437		
			Operating Expenses	\$14,595		
	TOTAL EXPENSES	\$66,032				
	COUNTY LEVY	\$65,232				
Totals			TOTAL REVENUES	\$25,800	2.00	
			TOTAL EXPENSES	\$183,286		
			COUNTY LEVY	\$157,486		

Register in Probate / Juvenile Clerk of Court

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Probate cases filed / Wills for filing only	270	275	275
Juvenile / Adult Guardianships / Protective Placements filed	68	70	70
Juvenile / Adult Mental Commitments filed	126	130	125
Children in Need of Protection and Services (CHIPS) filed	18	25	25
Juvenile Delinquency / Juveniles in Need of Protection and Services (JIPS) filed	48	40	40
Juvenile Injunctions filed	5	5	5
Pro se filings	91	86	50
Attorney filings	357	456	500
Electronic filings	23	250	550
Paper filings	425	200	50
Termination of Parental Rights / Adoption filed	20	25	25

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Formal Probate proceedings	Length of time from filing to closure.	12 month closure per statute benchmark	60% = 12 month closure	60% = 12 month closure
Informal Probate proceedings	Length of time from filing to closure.	12 month closure per statute	80% = 12 month closure	80% = 12 month closure
Ancillary Probate proceedings	Length of time from filing to closure.	6 month closure per statute	80% = 6 month closure	80% = 6 month closure
Probate Notices Sent compared to Notice Responses Received	Percentage of responses to notices mailed.	N/A	50%	70%
Juvenile Delinquencies and JIPS	Length of time from filing to case disposition	30-60 days from filing of petition	90% = 30-60 days	90% = 30-60 days
CHIPS	Length of time from filing to case disposition.	45-60 days from filing of petition	90% = 45-60 days	90% = 45-60 days
Juvenile Time to Closure	Length of time from filing to disposition.	45 days to 12 mos.	45 days to 6 mos.	45 days to 6 mos.

Register in Probate / Juvenile Clerk of Court

Oversight Committee: **Law Enforcement & Judiciary**

**Register in Probate / Juvenile Clerk
of Court**
1.00 FTE

**Deputy Register in Probate /
Juvenile Clerk**
1.00 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.00	0.00	0.00
FTE Balance	2.00	2.00	2.00	2.00	2.00

REGISTER IN PROBATE

Revenues

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget
Tax Levy	146,524	202,094	199,053	154,613	154,613	157,486
Grants & Aids	80	0	0	500	300	500
User Fees	29,143	39,209	26,666	24,800	27,800	25,300
Use of Fund Balance	0	0	0	0	0	0
Total Revenues	175,747	241,303	225,719	179,913	182,713	183,286

Expenses

Labor	104,636	108,256	114,010	119,941	119,941	122,552
Labor Benefits	26,263	27,253	28,626	30,104	30,104	31,644
Supplies & Services	25,016	75,156	43,441	29,868	23,812	29,090
Addition to Fund Balance	19,831	30,638	39,642	0	8,856	0
Total Expenses	175,747	241,303	225,719	179,913	182,713	183,286

Beginning of Year Fund Balance

End of Year Fund Balance

Included in General Fund Total

	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
Tax Levy	2,873	1.86%	None	0	0
Grants & Aids	0	0.00%		0	0
User Fees	500	2.02%	2020 Total	0	0
Use of Fund Balance	0	0.00%			
Total Revenues	3,373	1.87%	2021	0	0
			2022	0	0
			2023	0	0
			2024	0	0
Total Expenses	3,373	1.87%			

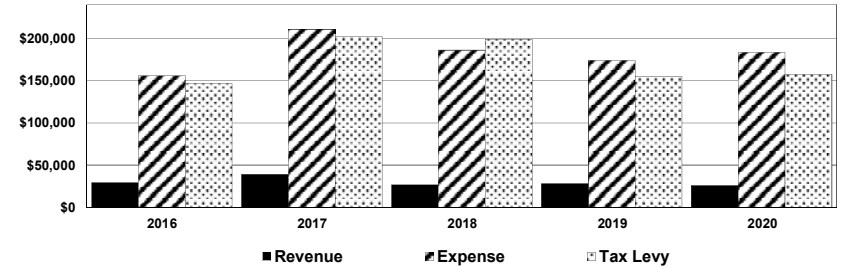
2020 Highlights & Issues on the Horizon

CASA (Court Appointed Special Advocate) National required the Sauk County program be a stand alone entity. It was determined to discontinue the CASA program due to issues of sustainability as a stand-alone organization and to explore alternative county programming to encompass a larger segment of the population in the provision of support and services. Hope House agreed to conduct a study of the feasibility and direction of potential alternate programming.

2020 will see further increased payments to Sauk County Guardians ad Litem and Court appointed counsel. It is anticipated that counsel fees will increase again exceeding the current \$70/hour moving toward \$100/hour in compliance with a Supreme Court mandate.

Continue to work of the Clerk of Courts to enter tax intercept judgments and collections for unpaid legal fees incurred in delinquency, children in need of protection and services, and termination of parental rights cases.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CIRCUIT COURT PROBATE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10006 CIRCUIT COURT PROBATE REVENUE										
411100 GENERAL PROPERTY TAXES	-202,094	-202,094	-199,053	-199,053	100%	-77,306	-154,613	-154,613	-157,486	2,873
424340 INTERPRETER FEE-COUNTY	-500	0	-500	0	0%	0	-500	-300	-500	0
451140 REGISTER IN PROBATE FILING	-20,000	-33,120	-22,500	-21,122	94%	-11,480	-22,500	-22,500	-22,500	0
451450 JUV-FULL COUNSEL REVENUE	-500	0	-300	0	0%	0	-300	-300	-300	0
451550 PROBATE-FULL COUNSEL REV	-2,000	-6,089	-2,000	-5,544	277%	-3,135	-2,000	-5,000	-2,500	500
TOTAL CIRCUIT COURT PROBATE REVENUE	-225,094	-241,303	-224,353	-225,719	101%	-91,922	-179,913	-182,713	-183,286	3,373
10006121 JUVENILE COURT										
520900 CONTRACTED SERVICES	50,000	50,000	50,000	25,500	51%	0	0	0	0	0
521200 LEGAL SERVICES	12,000	8,029	8,500	1,861	22%	2,486	8,500	4,971	8,500	0
521900 OTHER PROFESSIONAL SERVICES	420	0	420	0	0%	0	420	420	420	0
523300 PER DIEM JURY WITNESS	300	0	250	0	0%	0	250	250	250	0
523900 INTERPRETER FEES	800	650	700	600	86%	200	700	500	700	0
523901 INTERPRETER FEES - TRAVEL	500	644	500	539	108%	243	500	257	500	0
529900 PSYCHOLOGICAL SERVICES	5,000	705	4,000	0	0%	1,200	4,000	2,000	4,000	0
532200 SUBSCRIPTIONS	125	72	125	72	58%	72	125	141	125	0
TOTAL JUVENILE COURT	69,145	60,101	64,495	28,572	44%	4,201	14,495	8,539	14,495	0
10006123 CIRCUIT COURT PROBATE										
511100 SALARIES PERMANENT REGULAR	109,115	107,636	114,029	113,350	99%	58,218	119,241	119,241	121,812	2,571
511900 LONGEVITY-FULL TIME	620	620	660	660	100%	0	700	700	740	40
514100 FICA & MEDICARE TAX	8,395	8,074	8,774	8,484	97%	4,331	9,175	9,175	9,375	200
514200 RETIREMENT-COUNTY SHARE	7,359	7,354	7,684	7,632	99%	3,797	7,856	7,856	8,272	416
514400 HEALTH INSURANCE COUNTY SHARE	11,653	11,708	12,325	12,376	100%	7,010	12,941	12,941	13,847	906
514500 LIFE INSURANCE COUNTY SHARE	53	55	55	66	120%	37	72	72	76	4
514600 WORKERS COMPENSATION	77	61	69	68	98%	29	60	60	74	14
521200 LEGAL SERVICES	7,500	8,355	6,500	9,767	150%	2,588	6,500	6,000	6,500	0
522500 TELEPHONE	200	93	125	88	70%	47	125	125	125	0
523300 PER DIEM JURY WITNESS	200	0	125	0	0%	0	125	125	125	0
523900 INTERPRETER FEES	500	0	300	105	35%	140	300	300	300	0
523901 INTERPRETER TRAVEL	500	0	300	31	10%	286	300	300	300	0
529900 PSYCHOLOGICAL SERVICES	3,000	1,313	3,000	0	0%	0	2,500	2,500	2,500	0
531100 POSTAGE AND BOX RENT	1,100	1,135	1,100	1,128	103%	673	1,100	1,200	1,200	100
531200 OFFICE SUPPLIES AND EXPENSE	1,000	793	700	402	57%	1,164	500	1,200	500	0
531800 MIS DEPARTMENT CHARGEBACKS	3,402	2,777	2,887	2,887	100%	1,424	2,848	2,848	2,170	-678
532200 SUBSCRIPTIONS	300	301	300	345	115%	209	350	350	350	0
532400 MEMBERSHIP DUES	150	75	125	115	92%	40	125	125	125	0
533200 MILEAGE	325	0	300	0	0%	0	300	100	200	-100

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CIRCUIT COURT PROBATE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10006123 CIRCUIT COURT PROBATE										
533500 MEALS AND LODGING	500	214	500	0	0%	0	300	100	200	-100
TOTAL CIRCUIT COURT PROBATE	155,949	150,564	159,858	157,505	99%	79,993	165,418	165,318	168,791	3,373
TOTAL DEPARTMENT REVENUE	-225,094	-241,303	-224,353	-225,719	101%	-91,922	-179,913	-182,713	-183,286	3,373
TOTAL DEPARTMENT EXPENSE	225,094	210,665	224,353	186,077	83%	84,195	179,913	173,857	183,286	3,373
-ADDITION TO / USE OF FUND BALANCE	0	-30,638	0	-39,642		-7,727	0	-8,856	0	

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Placemaking and economic development

General Government - Broadband

General Government - Criminal Justice Coordinating Council and stepping up initiative

General Government - Cooperation

Conservation, Development, Recreation, Culture, and Education - Great Sauk State Trail completion

Conservation, Development, Recreation, Culture, and Education - Comprehensive Outdoor Recreation Plan

Health and Human Services - Medical assisted treatment program

Justice & Public Safety - Coroner's Office and budget

Justice & Public Safety - Emergency response and preparedness

Justice & Public Safety - Security for county buildings / employees

Justice & Public Safety - Diversion programs / alternatives to incarceration

Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Improve tracking of programs completed by inmates, including drops due to discharge versus release.	Keep track monthly of programs offered, and participation/completion rates.	Establish baseline for program participation/completion and use data in future years to determine other programming options.	Ongoing
Increase video court appearances to decrease prisoner transports.	Decrease the amount of transports.	Work with Court System to try to increase the video appearances. Still needing upgraded video equipment at courthouse	12/31/2020
Increase the mental health services in the Jail.	Amount of contacts with Behavioral Health Specialist	Increase the hours providing mental health services in the Jail but adding the Behavioral Health Specialist to our staff as a full time employee	12/31/2020
Improve investigative and report writing skills leading to a reduction in no prosecution decisions by the District Attorney's Office	Reduction of No Prosecutions	Train supervisors on better report review and case management. Provide the necessary tools to Field Services to include trainings and templates.	Ongoing
Implementation of new software system.	Conversion of data to new system. Use total software package to reduce the various 3rd party software systems.	Eliminate third party software systems, decrease data entry duplication, improve tracking of replacement equipment on a more regular schedule. Maximize recorded data and reports for CJCC.	5/1/2020
Enhance communications with continued improvement of interoperability with the upgrade to radios throughout the County.	Create a plan for replacements	Creating a better cost savings for the County with bulk purchasing for radio projects.	12/31/2020

Sheriff's Department

Program Evaluation						
Program Title	Program Description	Mandates and	2020 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.	Wis. Stats. 59.27 Common Law Duties	User Fees / Misc	\$152,197	42.00	Warrant Served / Warrants Issued Violent crime arrests to occurrences (murder, manslaughter, rape, robbery and aggravated assault)
			Grants	\$85,000		
			TOTAL REVENUES	\$237,197		
			Wages & Benefits	\$4,027,225		
			Operating Expenses	\$510,200		
			TOTAL EXPENSES	\$4,537,425		
			COUNTY LEVY	\$4,300,228		
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. Stats. 59.27 Wis. Admin. Code DOC 348/350	User Fees / Misc	\$1,280,693	75.00	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	\$1,290,693		
			Wages & Benefits	\$6,021,858		
			Operating Expenses	\$946,072		
			TOTAL EXPENSES	\$6,967,930		
COUNTY LEVY	\$5,677,237					
Court Security	Courthouse Security for 4 courtrooms and building offices.	Wis. Stats. 59.27	User Fees / Misc	\$407,514	4.00	
			Grants	\$0		
			TOTAL REVENUES	\$407,514		
			Wages & Benefits	\$403,374		
			Operating Expenses	\$3,500		
			TOTAL EXPENSES	\$406,874		
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.	Federal Communications Commission	User Fees / Misc	\$0	14.58	
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$1,080,899		
			Operating Expenses	\$22,524		
			TOTAL EXPENSES	\$1,103,423		
COUNTY LEVY	\$1,103,423					

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	\$43,980	11.00
			Grants	\$0	
			Use of Fund Balance	\$60,000	
			TOTAL REVENUES	\$103,980	
			Wages & Benefits	\$959,240	
			Operating Expenses	\$418,411	
			TOTAL EXPENSES	\$1,377,651	
			COUNTY LEVY	\$1,273,671	
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	\$12,500	-
			Grants	\$0	
			TOTAL REVENUES	\$12,500	
			Wages & Benefits	\$0	
			Operating Expenses	\$29,400	
			TOTAL EXPENSES	\$29,400	
COUNTY LEVY	\$16,900				
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	3.53
			Grants	\$0	
			TOTAL REVENUES	\$43,902	
			Wages & Benefits	\$121,628	
			Operating Expenses	\$7,126	
			TOTAL EXPENSES	\$128,754	
COUNTY LEVY	\$84,852				
Outside Agency Appropriations	Animal Shelter \$201,000 Sauk County Disabled Parking Enforcement Assistance Council \$1,100 Bar Buddies \$5,000		User Fees / Misc	\$0	-
			Grants	\$0	
			TOTAL REVENUES	\$0	
			Wages & Benefits	\$0	
			Operating Expenses	207,100	
			TOTAL EXPENSES	\$207,100	
COUNTY LEVY	\$207,100				

Sheriff's Department

Outlay	Field Services Squad Cars - 9	\$297,000	Use of Fund Balance	\$0	-	
	Field Services Unmarked Squad	\$29,000	Grants	\$0		
	Prisoner Transport Van	\$26,000	TOTAL REVENUES	\$0		
			Operating Expenses	\$352,000		
			TOTAL EXPENSES	\$352,000		
			COUNTY LEVY	\$352,000		
Sheriff Totals			TOTAL REVENUES	\$2,095,786	150.11	
			TOTAL EXPENSES	\$15,110,557		
			COUNTY LEVY	\$13,014,771		

Costs Reflected in Other Department Budgets

Other Departments	The Sheriff's Department budget reflects activities over which the Sheriff has responsibility. Building and debt service costs related to the Law Enforcement Center that are recorded in other County budgets. *Debt Service is funded by sales tax. However, if sales tax did not fund debt service, the tax levy would be decreased elsewhere.		Wages & Benefits	\$154,652	2.00	
			Operating Expenses	\$556,077		
			Debt Service*	\$1,862,775		
			Capital Outlay	\$320,500		
			TOTAL EXPENSES	\$2,894,004		
			COUNTY LEVY	\$2,894,004		

Total with Other Department Expenses			TOTAL REVENUES	\$2,095,786	152.11	
			TOTAL EXPENSES	\$18,004,561		
			COUNTY LEVY	\$15,908,775		

Output Measures - How much are we doing?

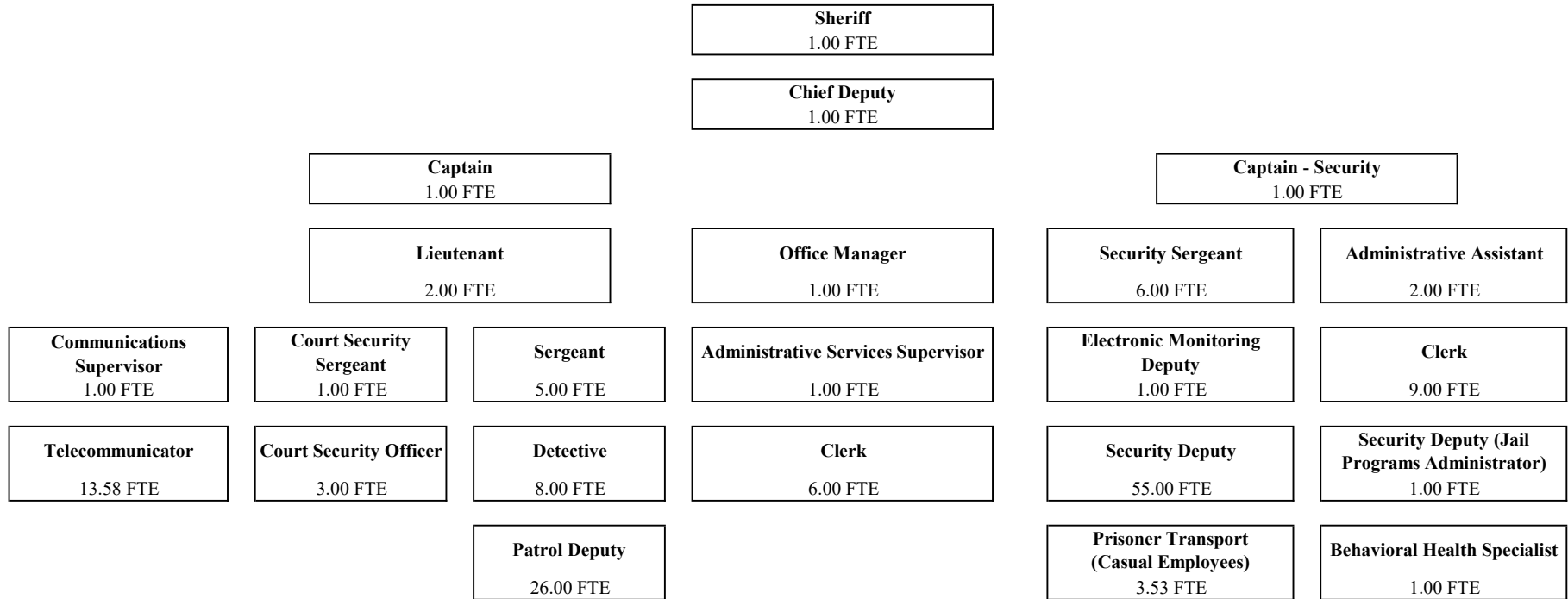
Description	2018 Actual	2019 Estimate	2020 Budget
Field Services Division calls for Service	14,541	16,800	17,500
Calls for Service Received by Dispatch	75,118	79,000	80,000
Arrests	4,971	5,200	5,300
Traffic Accidents	1,301	1,350	1,250
Civil Process	2,005	2,100	2,200
Bookings	3,092	3,000	3,000
Warrant Arrests	1,006	800	800
Community Service hours by Inmates	3,519	3,500	3,500

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

Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Warrant Served/Warrants Issued	The Deputies have been actively trying to check addresses for warrants	1006/812 = 124%	1010/800 = 126%	1000/750 = 133%
Anger Management Inmate participation/completion	Inmates are participating in the programs provided	20/36 = 56%	12/20 = 60%	15/30 = 80%
Parenting	Inmates are participating in the programs provided	20/30 = 67%	10/20 = 50%	20/25 = 80%
Employability participation/completion	Inmates are participating in the programs provided	24/30 = 80%	26/36 = 72%	25/35 = 71%

Sheriff

Oversight Committee: **Law Enforcement & Judiciary**



	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	2.00	0.52	0.48	0.50	-0.51
FTE Balance	149.12	149.64	150.12	150.62	150.11

SHERIFF

Revenues

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget
Tax Levy	11,908,868	12,003,720	12,318,165	12,650,905	12,650,905	13,014,771
Grants & Aids	112,143	219,957	200,988	148,877	205,684	144,877
Fees, Fines & Forfeitures	7,193	5,663	9,365	8,800	5,500	7,500
User Fees	477,057	402,283	442,076	487,385	455,559	479,885
Intergovernmental	1,231,613	1,179,425	1,450,679	1,292,377	1,061,996	1,389,124
Donations	4,917	1,000	0	5,000	1,500	1,500
Miscellaneous	62,372	29,928	12,243	12,900	61,189	12,900
Use of Fund Balance	0	211,364	0	239,264	0	60,000
Total Revenues	13,804,163	14,053,340	14,433,517	14,845,508	14,442,333	15,110,557

Expenses

Labor	8,258,885	8,307,850	8,455,202	8,774,812	8,623,690	9,038,894
Labor Benefits	2,999,454	3,110,487	3,134,013	3,406,582	3,254,636	3,575,331
Supplies & Services	1,833,602	2,015,341	2,230,319	2,340,114	2,201,136	2,144,332
Capital Outlay	305,443	619,663	342,128	324,000	345,491	352,000
Addition to Fund Balance	406,779	0	271,855	0	17,380	0
Total Expenses	13,804,163	14,053,340	14,433,517	14,845,508	14,442,333	15,110,557

Beginning of Year Fund Balance
End of Year Fund Balance

Included in General Fund Total

	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
Field Services Squad Cars - 9	363,866	2.88%		297,000	297,000
Unmarked Squad	(4,000)	-2.69%		29,000	29,000
Prisoner Transport Van	(1,300)	-14.77%		26,000	26,000
2020 Total	96,747	7.49%		352,000	352,000
2021	(3,500)	-70.00%		429,000	409,000
2022	0	0.00%		425,000	379,000
2023	(179,264)	-74.92%		371,000	346,000
2024				352,000	352,000

2020 Highlights & Issues on the Horizon

At the November 12, 2019 County Board meeting, the Board chose to increase revenues from housing inmates by \$80,000 and eliminate a clerk position of \$72,000.

Based on Finance recommendations, \$60,000 in vacancy factor is included for 2020, compared to \$50,000 in 2019. This reduces the tax levy by \$10,000.

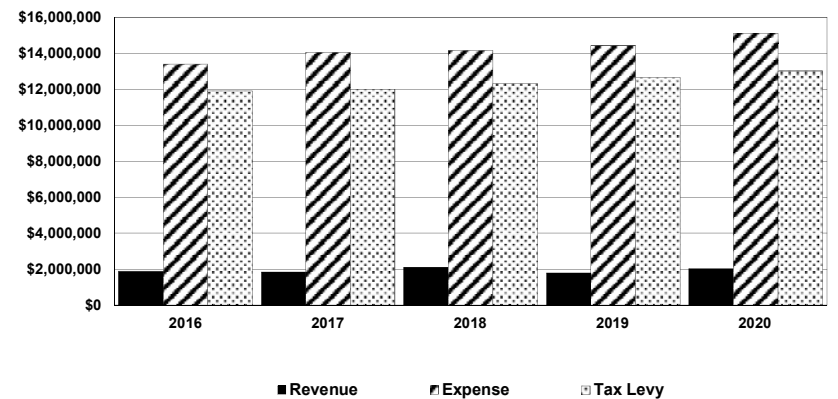
In addition to the costs shown directly in the Sheriff's Department budget, the Debt Service fund contains principal and interest payments totaling \$1,862,875 in 2019 and \$1,862,775 in 2020 for debt service on construction of the law enforcement center.

Further costs related to general building services, such as utilities and maintenance staff, are included in the Building Services budget. These costs total \$1,092,029 (includes \$389,652 of capital outlay) in 2019 and \$1,031,461 (\$320,500 of capital) in 2020. Some capital expenditures are funded by general fund balance, so the tax levy impact is \$702,377 in 2019 and \$710,729 in 2020.

Due to increased mental health needs in the Jail, the Behavioral Specialist position was increased to full-time in the Jail from full-time shared 50/50 between the Jail and Criminal Justice Coordinating.

Includes Budgeted Ownership and Outside Agency Requests:
Disabled Parking Enforcement \$1,100
Bar Buddies - Reedsburg \$5,000

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: SHERIFF	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10020 SHERIFF REVENUE										
411100 GENERAL PROPERTY TAXES	-12,003,720	-12,003,720	-12,318,165	-12,318,165	100%	-6,325,453	-12,650,905	-12,650,905	-13,014,771	363,866
423200 PUBLIC/HIGHWAY SAFETY	-35,000	-134,372	-35,000	-106,090	303%	-54,444	-70,000	-132,232	-70,000	0
423220 FED CRIMINAL ALIEN ASSISTANCE	-10,000	0	-10,000	-14,196	142%	0	-10,000	-10,000	-10,000	0
424080 DNA TEST REIMBURSEMENT	-1,500	-4,860	-1,500	-3,940	263%	0	-1,500	-1,500	-1,500	0
424100 BULLETPROOF VEST GRANT	-4,000	0	-4,000	-4,262	107%	0	-4,000	-4,000	-4,000	0
424230 LAW ENFORCEMENT TRAINING	-17,280	-21,678	-17,280	-25,546	148%	-2,193	-17,280	-17,280	-17,280	0
424240 RECREATIONAL PATROL ENFORCEMEN	-14,000	-7,971	-14,000	-19,857	142%	-12,516	-19,000	-15,000	-15,000	-4,000
424250 TRIBAL LAW ENFORCEMENT PROTECT	-26,188	-26,188	-26,188	-27,097	103%	-25,672	-27,097	-25,672	-27,097	0
424390 DEPT OF JUSTICE GRANT	0	-24,889	0	0	0%	0	0	0	0	0
441300 COURT ORDERED RESTITUTION	-800	-4,123	-800	-7,805	976%	-3,550	-4,000	-4,500	-4,500	500
452010 CIVIL PROCESS FEES	-90,000	-106,787	-90,000	-99,518	111%	-39,105	-90,000	-89,191	-90,000	0
452020 COPIES AND PHOTOS	-2,000	-2,797	-2,500	-1,992	80%	-574	-2,500	-1,300	-2,500	0
452030 WITNESS FEES	-300	-92	-300	-107	36%	-38	-300	-100	-300	0
452040 PRISONER MEDICATION FEES	-18,000	-13,541	-18,000	-16,024	89%	-6,634	-18,291	-18,291	-18,291	0
452050 TELEPHONE REBATES	-65,000	-19,433	-45,000	-18,335	41%	-9,427	-25,405	-24,000	-25,405	0
452060 MISCELLANEOUS REVENUES	-14,000	-12,267	-14,000	-18,735	134%	-4,446	-14,000	-12,000	-14,000	0
452080 SPECIAL TEAMS FEES	-10,000	-13,876	-10,000	-16,236	162%	-14,427	-12,500	-12,500	-12,500	0
452100 SHERIFF FEES	-2,800	-4,190	-3,500	-4,435	127%	-2,352	-3,500	-4,700	-4,000	500
452110 HUBER BOARD FEES	-160,000	-114,131	-160,000	-138,152	86%	-73,248	-145,000	-146,497	-145,000	0
452120 JUV-DETEN/MED/TRANS	-40,000	-20,335	-40,000	-22,487	56%	-9,082	-40,000	-20,000	-35,000	-5,000
452130 ELECTRONIC MONITORING CHG	-82,500	-53,240	-77,500	-58,262	75%	-30,537	-77,500	-70,500	-77,500	0
452131 VEHICLE LICENSE FEES	-27,000	-17,621	-27,000	-14,267	53%	0	-27,000	-20,000	-24,000	-3,000
452132 PARKING VIOLATION FEES	-6,000	-1,540	-4,800	-1,560	33%	-785	-4,800	-1,000	-3,000	-1,800
452140 LAUNDRY COMMISSIONS	-700	-524	-700	-584	83%	0	-700	-700	-700	0
452141 TOWING RECOUPMENT	-2,500	-4,938	-2,500	-1,148	46%	-1,091	-2,500	-2,000	-2,500	0
472200 HOUSING PRISONERS-OTHER JURISD	-490,461	-752,262	-643,304	-1,016,271	158%	-268,397	-844,348	-652,685	-924,348	80,000
474010 DEPARTMENTAL CHARGES	-365,976	-357,699	-380,312	-388,193	102%	-188,698	-391,627	-380,311	-406,874	15,247
474030 PRISONER TRANSPORT	-43,902	-55,588	-43,902	-26,471	60%	-7,677	-43,902	-15,000	-43,902	0
474600 HS PROJECT LIFESAVER	0	0	0	-3,509	0%	-1,452	0	-1,500	-1,500	1,500
483600 SALE OF COUNTY OWNED PROPERTY	0	-16,400	0	0	0%	0	0	0	0	0
483750 JAIL COMMISSARY	-52,500	-37,325	-42,500	-49,178	116%	-24,140	-43,189	-48,280	-43,189	0
485100 DONATIONS FROM INDIVIDUALS	-5,000	-1,000	-5,000	0	0%	0	-5,000	-1,500	-1,500	-3,500
486200 INSURANCE RECOVERY-VEHICLES	-10,000	-8,290	-10,000	-4,587	46%	-29,099	-10,000	-10,000	-10,000	0
486300 INSURANCE RECOVERIES	0	-301	0	-6,507	0%	-24,065	-400	-49,189	-400	0
493010 FUND BALANCE APPLIED	-25,000	0	-379,000	0	0%	0	-50,000	0	-60,000	10,000
TOTAL SHERIFF REVENUE	-13,626,127	-13,841,977	-14,426,751	-14,433,517	100%	-7,159,102	-14,656,244	-14,442,333	-15,110,557	454,313
10020110 SHERIFF ADMINISTRATION										
511100 SALARIES PERMANENT REGULAR	615,375	617,824	676,481	673,949	100%	351,015	723,181	703,507	697,628	-25,553
511200 SALARIES-PERMANENT-OVERTIME	1,780	436	1,367	680	50%	145	1,433	300	1,317	-116

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: SHERIFF	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10020110 SHERIFF ADMINISTRATION										
511900 LONGEVITY-FULL TIME	3,560	3,760	3,960	3,960	100%	0	4,160	3,560	3,640	-520
514100 FICA & MEDICARE TAX	47,523	46,591	52,197	49,811	95%	25,608	55,790	51,321	53,767	-2,023
514200 RETIREMENT-COUNTY SHARE	52,466	52,715	56,866	56,611	100%	28,901	59,886	57,925	62,117	2,231
514400 HEALTH INSURANCE COUNTY SHARE	146,935	148,894	171,673	153,525	89%	85,662	169,650	158,237	134,865	-34,785
514500 LIFE INSURANCE COUNTY SHARE	310	366	375	434	116%	241	474	447	443	-31
514600 WORKERS COMPENSATION	2,863	2,326	2,545	2,528	99%	1,248	2,573	2,501	2,716	143
514700 EDUCATION AND TRAINING	504	504	504	504	100%	252	504	504	252	-252
519100 UNIFORM ALLOWANCE	2,500	2,982	2,500	2,360	94%	2,696	2,500	2,500	2,500	0
522500 TELEPHONE	53,000	65,832	53,000	52,120	98%	22,007	53,000	44,014	53,000	0
531100 POSTAGE AND BOX RENT	3,000	4,800	3,000	4,295	143%	2,003	3,000	3,000	3,000	0
531200 OFFICE SUPPLIES AND EXPENSE	10,000	10,214	10,000	9,673	97%	4,908	10,000	10,000	10,000	0
531800 MIS DEPARTMENT CHARGEBACKS	242,104	228,545	609,434	452,136	74%	302,263	301,747	301,747	288,393	-13,354
532200 SUBSCRIPTIONS	2,970	3,385	2,970	1,691	57%	1,223	2,970	2,800	2,970	0
532800 TRAINING AND INSERVICE	4,400	4,770	4,400	2,666	61%	2,246	4,400	4,400	4,400	0
533800 EXTRADITIONS	6,000	15,894	6,000	16,873	281%	3,042	6,000	6,000	6,000	0
534700 FIELD SUPPLIES	9,300	7,095	9,300	9,262	100%	3,606	9,300	9,300	9,300	0
535200 VEHICLE MAINTENANCE AND REPAIR	0	110	0	47	0%	0	0	0	0	0
551100 INSURANCE-BLDGS/CONTENTS/EXTEN	200	356	200	391	196%	399	200	200	200	0
551200 INSURANCE-VEHICLE LIABILITY	1,000	1,596	1,000	1,140	114%	1,341	1,000	1,000	1,000	0
551300 INSURANCE-CONTRACTORS EQUIP/IN	118	56	118	228	193%	232	118	118	118	0
551900 INSURANCE-GENERAL LIABILITY	40,000	41,266	40,000	42,487	106%	35,720	40,000	40,000	40,000	0
552100 OFFICIALS BONDS	30	23	30	23	78%	23	30	30	30	0
581900 CAPITAL OUTLAY	27,000	27,690	27,000	26,389	98%	24,691	27,000	27,480	0	-27,000
TOTAL SHERIFF ADMINISTRATION	1,272,938	1,288,031	1,734,920	1,563,783	90%	899,475	1,478,916	1,430,891	1,377,656	-101,260
10020220 SHERIFF-DISPATCH										
511100 SALARIES PERMANENT REGULAR	667,489	601,920	684,165	617,443	90%	312,466	718,195	626,704	733,500	15,305
511200 SALARIES-PERMANENT-OVERTIME	46,560	73,875	47,598	84,479	177%	46,248	49,857	95,759	50,785	928
511900 LONGEVITY-FULL TIME	2,860	2,418	2,838	2,698	95%	0	2,938	2,860	3,098	160
512100 WAGES-PART TIME	25,057	29,978	25,408	15,053	59%	6,746	26,037	13,486	26,441	404
512200 WAGES-PART TIME-OVERTIME	0	250	0	0	0%	0	0	0	0	0
514100 FICA & MEDICARE TAX	56,760	52,494	58,141	52,899	91%	26,743	60,973	53,888	62,258	1,285
514200 RETIREMENT-COUNTY SHARE	50,454	46,777	50,921	47,684	94%	23,868	52,205	48,064	54,933	2,728
514400 HEALTH INSURANCE COUNTY SHARE	130,972	118,747	138,528	126,932	92%	68,394	145,452	125,520	148,711	3,259
514500 LIFE INSURANCE COUNTY SHARE	160	137	180	160	89%	84	174	155	183	9
514600 WORKERS COMPENSATION	519	399	457	429	94%	183	399	368	488	89
519100 UNIFORM ALLOWANCE	500	500	500	500	100%	124	500	500	500	0
522500 TELEPHONE	12,660	12,702	12,660	13,320	105%	6,660	13,320	13,320	13,320	0
531200 OFFICE SUPPLIES AND EXPENSE	3,500	3,478	3,500	3,250	93%	1,186	3,500	3,500	3,500	0
532800 TRAINING AND INSERVICE	2,700	1,305	2,700	2,482	92%	308	2,700	2,700	2,700	0

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: SHERIFF	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10020220 SHERIFF-DISPATCH										
533500 MEALS AND LODGING	0	0	0	21	0%	0	0	0	0	0
534700 FIELD SUPPLIES	3,004	4,241	3,004	3,527	117%	2,864	3,004	3,000	3,004	0
TOTAL SHERIFF-DISPATCH	1,003,195	949,222	1,030,600	970,877	94%	495,872	1,079,254	989,824	1,103,421	24,167
10020225 SHERIFF-FIELD SERVICES										
511100 SALARIES PERMANENT REGULAR	2,376,610	2,399,631	2,477,074	2,443,048	99%	1,258,850	2,563,041	2,524,742	2,659,871	96,830
511200 SALARIES-PERMANENT-OVERTIME	168,668	198,391	180,608	174,804	97%	85,992	186,002	180,734	196,185	10,183
511900 LONGEVITY-FULL TIME	2,740	2,888	2,740	2,699	99%	0	2,600	2,600	2,660	60
514100 FICA & MEDICARE TAX	195,020	194,066	203,580	192,806	95%	98,447	210,539	198,024	218,730	8,191
514200 RETIREMENT-COUNTY SHARE	275,322	280,497	290,867	279,618	96%	143,655	295,030	289,084	335,672	40,642
514400 HEALTH INSURANCE COUNTY SHARE	503,378	481,985	540,568	451,049	83%	271,684	529,398	502,366	566,461	37,063
514500 LIFE INSURANCE COUNTY SHARE	653	617	669	515	77%	251	506	466	522	16
514600 WORKERS COMPENSATION	26,003	21,415	23,152	22,764	98%	10,898	22,292	21,923	24,017	1,725
514700 EDUCATION AND TRAINING	1,260	766	756	572	76%	252	504	504	504	0
514800 UNEMPLOYMENT	0	0	0	1,117	0%	0	0	0	0	0
519100 UNIFORM ALLOWANCE	21,900	22,690	22,600	24,310	108%	20,042	22,600	22,100	22,600	0
520900 CONTRACTED SERVICES	0	69,694	0	66,585	0%	35,678	35,000	70,000	35,000	0
523900 INTERPRETER FEES	50	4	50	33	67%	0	50	50	50	0
531200 OFFICE SUPPLIES AND EXPENSE	5,000	5,345	5,000	4,602	92%	5,066	5,000	5,100	5,000	0
532800 TRAINING AND INSERVICE	35,000	29,129	35,000	29,827	85%	21,918	35,000	35,000	33,000	-2,000
533500 MEALS AND LODGING	0	0	0	41	0%	0	0	0	0	0
534700 FIELD SUPPLIES	119,750	117,689	119,750	121,160	101%	44,445	136,550	137,455	136,550	0
534750 TOWING	3,000	5,287	3,000	4,334	144%	3,417	3,000	3,500	3,000	0
535100 VEHICLE FUEL / OIL	210,000	175,671	210,000	183,502	87%	99,061	210,000	210,000	215,500	5,500
535200 VEHICLE MAINTENANCE AND REPAIR	53,000	72,266	53,000	61,376	116%	52,367	53,000	53,000	53,000	0
539500 RADAR EXPENSE	1,600	1,570	1,600	1,573	98%	0	1,600	1,590	1,600	0
551200 INSURANCE-VEHICLE LIABILITY	25,000	35,515	25,000	26,892	108%	31,788	25,000	25,000	25,000	0
572200 CRIME PREVENTION	2,000	1,995	2,000	1,953	98%	2,000	2,000	2,000	2,000	0
572300 HIGHWAY SAFETY	500	160	500	102	20%	0	500	500	500	0
581100 VEHICLE REPLACEMENT	216,000	208,055	243,000	258,549	106%	267,529	272,000	292,529	326,000	54,000
581900 CAPITAL OUTLAY	0	0	35,000	31,643	90%	0	0	0	0	0
TOTAL SHERIFF-FIELD SERVICES	4,242,454	4,325,325	4,475,514	4,385,475	98%	2,453,341	4,611,212	4,578,267	4,863,422	252,210
10020235 SHERIFF-JAIL										
511100 SALARIES PERMANENT REGULAR	3,798,202	3,743,381	3,824,412	3,711,084	97%	1,889,801	3,947,854	3,790,194	4,103,699	155,845
511200 SALARIES-PERMANENT-OVERTIME	108,558	235,765	112,175	304,394	271%	119,125	115,029	242,644	117,955	2,926
511900 LONGEVITY-FULL TIME	4,880	4,309	4,820	4,326	90%	0	4,580	4,580	4,900	320
514100 FICA & MEDICARE TAX	298,789	294,144	301,518	293,243	97%	146,040	311,161	293,126	323,331	12,170
514200 RETIREMENT-COUNTY SHARE	397,797	408,746	409,188	415,398	102%	204,940	413,911	411,420	466,961	53,050
514400 HEALTH INSURANCE COUNTY SHARE	849,858	808,102	856,076	832,231	97%	477,663	917,226	881,520	949,178	31,952

Fund: GENERAL FUND										\$ Change
Department: SHERIFF	2017	2017	2018	2018	2018	2019	2019	2019	2020	2019
	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		Adopted To
	Budget		Budget		Used	Actual	Budget			2020
10020235 SHERIFF-JAIL										
514500 LIFE INSURANCE COUNTY SHARE	937	893	919	835	91%	412	902	766	881	-21
514600 WORKERS COMPENSATION	34,494	29,114	30,510	31,319	103%	14,528	29,320	29,170	31,753	2,433
514700 EDUCATION AND TRAINING	484	27	0	0	0%	0	0	0	0	0
514800 UNEMPLOYMENT	0	4,810	0	0	0%	0	0	0	0	0
519100 UNIFORM ALLOWANCE	23,450	24,424	23,200	23,646	102%	21,332	23,200	23,200	23,200	0
519900 LABOR BUDGET REDUCTION	0	0	0	0	0%	0	0	0	0	0
520900 CONTRACTED SERVICES	339,050	352,929	366,605	365,530	100%	251,146	384,651	384,648	396,187	11,536
523200 HOUSING JUVENILES-SECURE DETEN	45,000	56,523	45,000	29,705	66%	11,299	45,000	45,000	45,000	0
523900 INTERPRETER FEES	1,000	1,058	1,000	486	49%	119	1,000	1,000	1,000	0
529400 PRISONER MEALS	308,000	302,873	308,000	324,948	106%	153,236	312,989	312,989	312,989	0
531200 OFFICE SUPPLIES AND EXPENSE	11,000	10,271	11,000	8,619	78%	3,949	11,178	11,178	11,178	0
531800 MIS DEPARTMENT CHARGEBACKS	0	24,899	0	0	0%	0	0	0	0	0
532200 SUBSCRIPTIONS	1,000	228	1,000	408	41%	0	1,000	1,000	1,000	0
532800 TRAINING AND INSERVICE	10,000	8,114	10,000	18,054	181%	9,277	10,161	10,161	10,161	0
533500 MEALS AND LODGING	0	22	0	58	0%	0	0	0	0	0
534700 FIELD SUPPLIES	30,000	29,115	30,000	31,003	103%	15,339	30,485	30,485	30,485	0
539200 JAIL EXPENSE	55,000	47,367	55,000	57,310	104%	24,308	55,891	55,891	55,891	0
539220 PRISONER PROGRAMS	20,000	16,272	20,000	14,203	71%	6,598	20,324	20,324	20,324	0
539300 PRISONERS MEDICAL EXPENSE	31,500	28,274	31,500	38,507	122%	14,977	32,011	32,011	32,011	0
539700 LAUNDRY, LINENS & BEDDING	9,000	8,699	9,000	8,525	95%	9,085	9,146	12,000	9,146	0
539800 EQUIPMENT LEASE	20,000	18,337	20,000	26,961	135%	14,963	20,000	20,000	20,000	0
551200 INSURANCE-VEHICLE LIABILITY	0	0	0	908	0%	1,069	0	0	0	0
551600 INSURANCE-MONIES & SECURITIES	700	0	700	0	0%	0	700	700	700	0
TOTAL SHERIFF-JAIL	6,398,699	6,458,692	6,471,623	6,541,701	101%	3,389,208	6,697,719	6,614,007	6,967,930	270,211
10020237 COURT SECURITY										
511100 SALARIES PERMANENT REGULAR	242,174	242,213	250,330	263,888	105%	123,669	258,306	267,015	264,348	6,042
511200 SALARIES-PERMANENT-OVERTIME	8,921	3,470	9,190	6,094	66%	2,781	9,449	7,487	9,587	138
511900 LONGEVITY-FULL TIME	340	360	380	658	173%	0	500	500	520	20
514100 FICA & MEDICARE TAX	19,254	18,015	19,882	19,542	98%	9,015	20,522	19,572	20,996	474
514200 RETIREMENT-COUNTY SHARE	27,182	26,689	28,407	27,729	98%	13,555	28,757	29,426	32,221	3,464
514400 HEALTH INSURANCE COUNTY SHARE	60,126	60,415	64,679	63,197	98%	36,169	66,773	66,774	71,448	4,675
514500 LIFE INSURANCE COUNTY SHARE	110	131	132	103	78%	49	97	98	100	3
514600 WORKERS COMPENSATION	2,567	2,031	2,261	2,356	104%	1,024	2,173	2,223	2,305	132
514700 EDUCATION AND TRAINING	252	0	0	0	0%	0	0	0	0	0
519100 UNIFORM ALLOWANCE	1,850	1,906	1,850	1,958	106%	1,011	1,850	1,850	1,850	0
531200 OFFICE SUPPLIES AND EXPENSE	500	438	500	305	61%	74	500	500	500	0
532800 TRAINING AND INSERVICE	1,200	1,214	1,200	1,129	94%	2,150	1,200	1,400	1,500	300
534700 FIELD SUPPLIES	1,500	1,450	1,500	1,234	82%	0	1,500	1,500	1,500	0

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: SHERIFF	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL COURT SECURITY	365,976	358,333	380,311	388,193	102%	189,498	391,627	398,345	406,875	15,248
10020245 SHERIFF-SPECIAL TEAMS										
532800 TRAINING AND INSERVICE	3,000	2,988	3,000	3,998	133%	1,787	3,000	3,000	5,000	2,000
534700 FIELD SUPPLIES	20,000	19,805	20,000	19,955	100%	29,542	20,000	45,000	20,000	0
535100 VEHICLE FUEL / OIL	1,000	0	1,000	1,000	100%	236	1,000	1,000	0	-1,000
535200 VEHICLE MAINTENANCE AND REPAIR	2,000	958	2,000	31	2%	31	2,000	2,000	2,000	0
539600 BOAT/SNOWMOBILE SUPPLIES	1,000	0	1,000	531	53%	0	1,000	1,000	1,000	0
551200 INSURANCE-VEHICLE LIABILITY	1,400	2,362	1,400	3,333	238%	3,922	1,400	1,400	1,400	0
581900 CAPITAL OUTLAY	25,000	316,004	0	0	0%	0	0	0	0	0
TOTAL SHERIFF-SPECIAL TEAMS	53,400	342,118	28,400	28,847	102%	35,518	28,400	53,400	29,400	1,000
10020255 SHERIFF-PRISONER TRANSPORT										
511100 SALARIES PERMANENT REGULAR	0	0	0	158	0%	0	0	0	0	0
512100 WAGES-PART TIME	96,200	94,479	111,000	93,015	84%	50,456	111,000	106,868	112,110	1,110
514100 FICA & MEDICARE TAX	7,359	7,313	8,492	7,272	86%	3,921	8,492	8,307	8,576	84
514600 WORKERS COMPENSATION	981	784	966	827	86%	444	899	937	942	43
514800 UNEMPLOYMENT	0	-27	0	0	0%	0	0	0	0	0
533500 MEALS AND LODGING	200	1,109	200	1,893	947%	799	1,200	1,700	1,700	500
534700 FIELD SUPPLIES	425	298	425	340	80%	197	425	425	425	0
535100 VEHICLE FUEL / OIL	4,500	103	4,500	2,379	53%	1,787	4,500	0	0	-4,500
535200 VEHICLE MAINTENANCE AND REPAIR	5,000	9,619	5,000	2,488	50%	2,578	4,000	3,500	3,500	-500
551200 INSURANCE-VEHICLE LIABILITY	1,500	2,802	1,500	1,867	124%	2,197	1,500	1,500	1,500	0
581900 CAPITAL OUTLAY	25,000	67,915	25,000	25,548	102%	25,482	25,000	25,482	26,000	1,000
TOTAL SHERIFF-PRISONER TRANSPORT	141,165	184,395	157,083	135,785	86%	87,862	157,016	148,719	154,753	-2,263
10020293 DISABLED PARKING ENFORCEMENT										
526100 DISABLED PARKING ENFORCEMENT	1,300	224	1,300	0	0%	0	1,100	500	1,100	0
TOTAL DISABLED PARKING ENFORCEMENT	1,300	224	1,300	0	0%	0	1,100	500	1,100	0
10020294 BAR BUDDIES										
526100 BAR BUDDIES	0	0	0	0	0%	10,000	10,000	10,000	5,000	-5,000
TOTAL BAR BUDDIES	0	0	0	0	0%	10,000	10,000	10,000	5,000	-5,000
10020411 ANIMAL SHELTER										
526100 ANIMAL SHELTER	147,000	147,000	147,000	147,000	100%	100,500	201,000	201,000	201,000	0
TOTAL ANIMAL SHELTER	147,000	147,000	147,000	147,000	100%	100,500	201,000	201,000	201,000	0
TOTAL DEPARTMENT REVENUE	-13,626,127	-13,841,977	-14,426,751	-14,433,517	100%	-7,159,102	-14,656,244	-14,442,333	-15,110,557	454,313

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: SHERIFF	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL DEPARTMENT EXPENSE	13,626,127	14,053,340	14,426,751	14,161,662	98%	7,661,272	14,656,244	14,424,953	15,110,557	454,313
-ADDITION TO / USE OF FUND BALANCE	0	211,364	0	-271,855		502,170	0	-17,380	0	

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Public Works

This function includes revenues and expenditures for the provision of services that benefit the general public at large.

FUNCTIONAL AREA MISSION STATEMENT

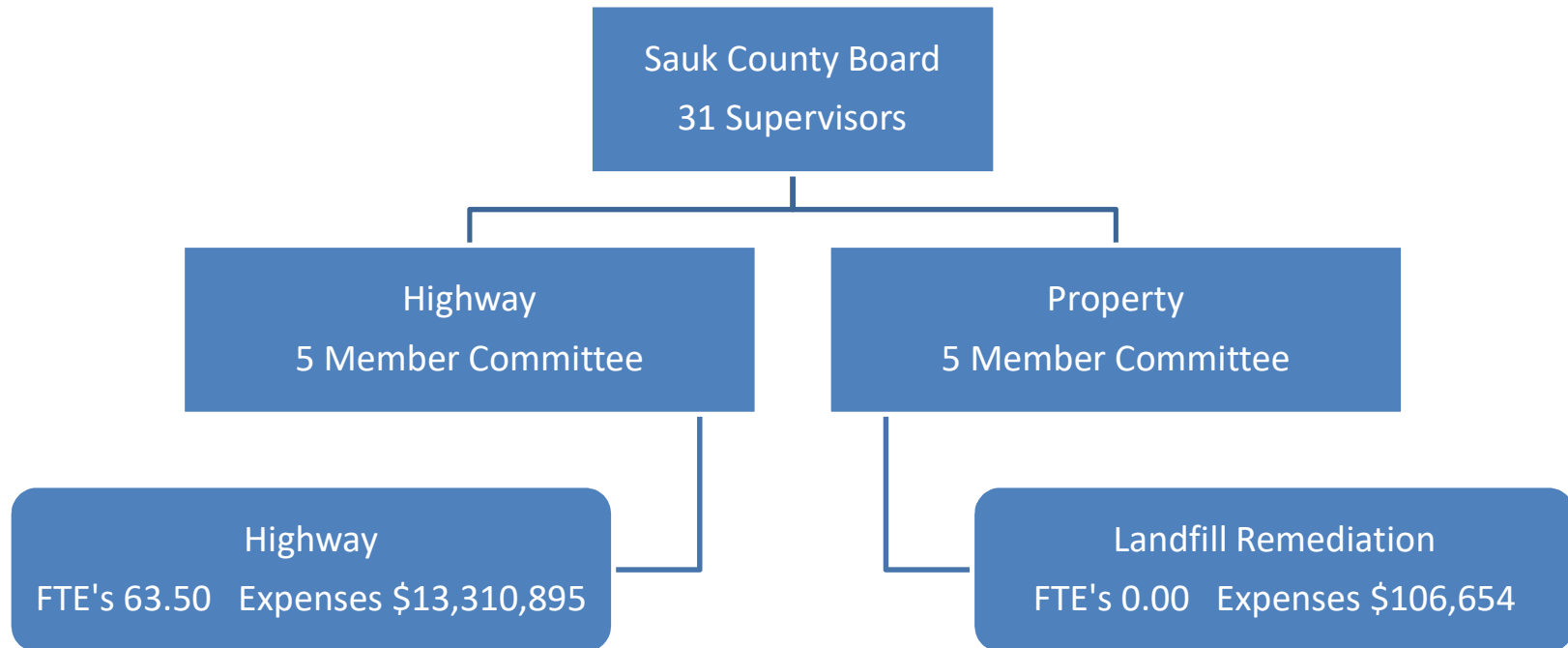
The continued enhancement of services and resources for efficient county public works operations.

FUNCTIONAL AREA 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

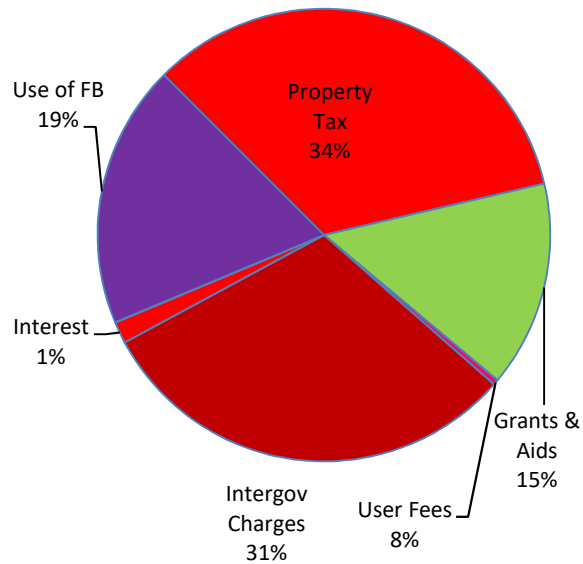


Public Works

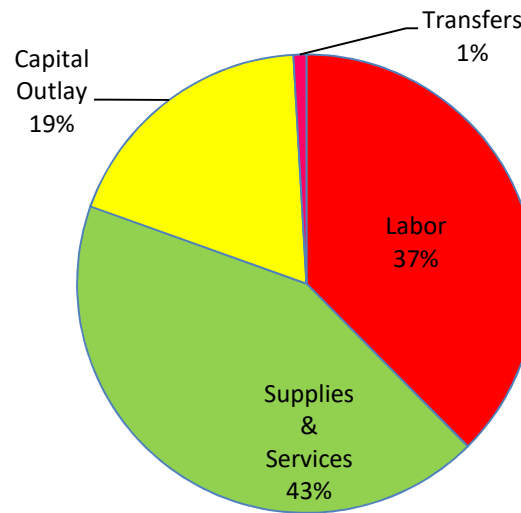
Significant Changes in the Public Works Function for 2020

- The Highway budget includes the addition of an Operations Manager (\$110,000) and a Skilled Laborer (total cost \$66,000, shared half at Highway and half at the Parks). Also included is an increase in wages to meet market rates for multiple other positions with an increased cost of \$230,000. The tax levy increase of all these position changes is \$210,000.
- 2020 includes design and possible land acquisition for a new main highway facility at \$1,700,000 funded by Highway retained earnings.
- Continued pursuit of removing the older Sauk County landfill site from the federal Environmental Protection Agency Priority list, the “Superfund” list. Further, maintenance costs at the landfill sites are using accumulated funds. The County is developing long-term projections to consider whether/when there is need to seek additional funding, such as the tax levy.

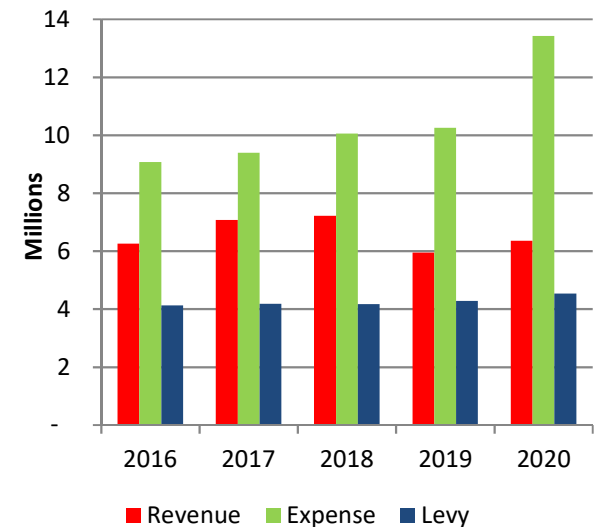
2020 Revenues by Category



2020 Expenses by Category



Revenue, Expense & Levy History



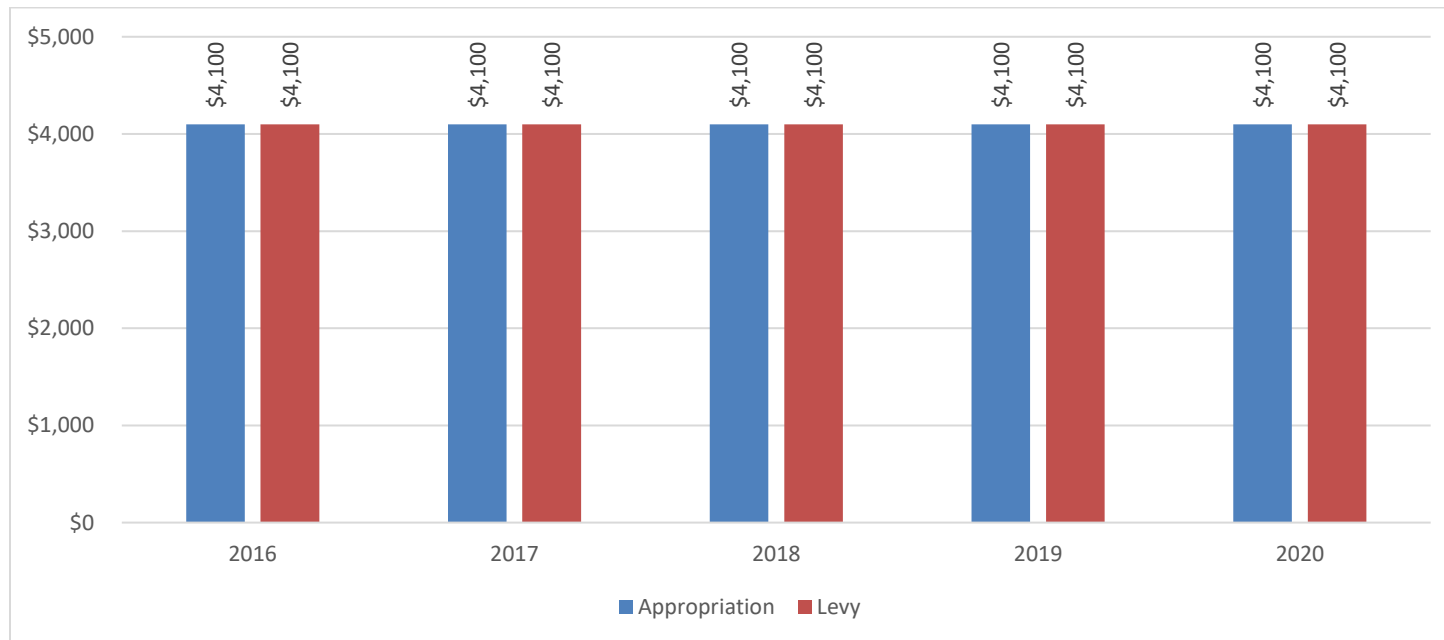
Baraboo Dells Airport

Organization Purpose: Aviation access for Sauk County businesses, residents and the flying public. Our mission is to be ready to serve the needs of the flying public.

Programs Provided to Sauk County Residents: Current airport services include airplane fueling, flight lessons, aircraft rentals. UPS overnight packages flown in on a daily basis. Airplane mechanical services.

Major Goals for Organization for 2020 and Beyond: Continue improvements to terminal building and accessory structures and hanger for public use.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999350-526100-99001 Appropriation		\$4,100	\$4,100	\$4,100	\$4,100	100%	\$4,100	\$4,100	\$4,100	\$0
10024684-526100-99001 Appropriation		\$0	\$0	\$0	\$0	0%	\$0	\$0	\$0	\$4,100



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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

Public Works - Highway building
Public Works - Tri County Airport
Public Works - Improve highways/road maintenance
Public Works - Wifi access (broadband)
Public Works - Great Sauk State Trail (bridge and trail)
Outside Issues - Transportation

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.	12/31/2020
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.	12/31/2020
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.	5/31/2020
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.	12/31/2020
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.	8/31/2020
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.	10/1/2020
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.	12/31/2020
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.	12/31/2020
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.	12/31/2020

Highway

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 Budget	FTE's	Key Outcome Indicator(s)	
Bridge Aids	Reimbursement to local townships and villages for half of their costs associated with construction, repair, or replacement of eligible bridges and culverts.	Wis Stat §82.08	User Fees / Misc	\$0	0.03	
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$2,572		
			Operating Expenses	\$92,506		
			TOTAL EXPENSES	\$95,078		
COUNTY LEVY	\$95,078					
County Highway (CTH) Maintenance	General maintenance of all County highways including patching, seal coating, brush cutting, mowing, litter cleanup, and road painting.	Wis Stat §83.06	User Fees / Misc	\$130,450	21.73	Maintenance \$ per centerline mile Fleet efficiency PASER score
			Grants	\$607,467		
			Vacancy Factor	\$5,000		
			TOTAL REVENUES	\$742,917		
			Wages & Benefits	\$1,716,873		
			Operating Expenses	\$634,450		
			Transfer to General Fund	\$120,000		
			TOTAL EXPENSES	\$2,471,323		
COUNTY LEVY	\$1,728,406					
CTH Snow	Maintenance activities to ensure safe winter driving conditions including plowing, sanding, salting, and drift control.	Wis Stat §83.06	Intergovernmental	\$0	6.89	Cost of snow removal per centerline mile of road
			Grants	\$419,087		
			TOTAL REVENUES	\$419,087		
			Wages & Benefits	\$550,584		
			Operating Expenses	\$1,204,932		
			TOTAL EXPENSES	\$1,755,516		
COUNTY LEVY	\$1,336,429					
CTH Construction	County highway rehabilitation and reconstruction projects.	Wis Stat §83.04	Intergovernmental	\$0	4.30	Construction dollars per centerline mile of county roads Fleet efficiency
			Grants	\$926,956		
			TOTAL REVENUES	\$926,956		
			Wages & Benefits	\$338,599		
			Operating Expenses	\$1,907,217		
			TOTAL EXPENSES	\$2,245,816		
COUNTY LEVY	\$1,318,860					
CTH Bridge	County bridge rehabilitation and reconstruction projects.	Wis Stat §83.065	User Fees / Misc	\$0	0.70	
			Grants	\$68,315		
			TOTAL REVENUES	\$68,315		
			Wages & Benefits	\$56,042		
			Operating Expenses	\$73,958		
			TOTAL EXPENSES	\$130,000		
COUNTY LEVY	\$61,685					

Highway

State Highway (STH) Maintenance	General maintenance of all State and Federal highways. Includes all work billed through the Routine Maintenance Agreement (RMA)	Wis Stat §83.07	Intergovernmental	\$2,240,761	20.90
			Grants	\$0	
			TOTAL REVENUES	\$2,240,761	
			Wages & Benefits	\$1,667,715	
			Operating Expenses	\$573,046	
			TOTAL EXPENSES	\$2,240,761	
			COUNTY LEVY	\$0	
STH Construction	State highway and bridge rehabilitation and reconstruction projects and repair of damaged signs, guardrail, etc.	Wis Stat §83.07	Intergovernmental	\$613,771	1.86
			Grants	\$0	
			TOTAL REVENUES	\$613,771	
			Wages & Benefits	\$148,017	
			Operating Expenses	\$465,754	
			TOTAL EXPENSES	\$613,771	
			COUNTY LEVY	(\$0)	
STH Other	State share of facility depreciation and maintenance costs to be reimbursed in subsequent years.	Wis Stat §83.07	Intergovernmental	\$86,930	0.16
			Grants	\$0	
			TOTAL REVENUES	\$86,930	
			Wages & Benefits	\$12,351	
			Operating Expenses	\$74,579	
			TOTAL EXPENSES	\$86,930	
			COUNTY LEVY	\$0	
Local Government	Local road maintenance and reconstruction projects as requested by local municipalities.	Wis Stat §83.035	Intergovernmental	\$1,058,284	5.62
			Grants	\$0	
			TOTAL REVENUES	\$1,058,284	
			Wages & Benefits	\$442,956	
			Operating Expenses	\$615,328	
			TOTAL EXPENSES	\$1,058,284	
			COUNTY LEVY	(\$0)	
County Department	Services provided to other Sauk County Departments.		Intergovernmental	\$93,417	0.69
			Grants	\$0	
			TOTAL REVENUES	\$93,417	
			Wages & Benefits	\$55,013	
			Operating Expenses	\$38,404	
			TOTAL EXPENSES	\$93,417	
			COUNTY LEVY	\$0	
Non-Government	Services/materials provided to non-government customers.		User Fees / Misc	\$20,000	0.63
			Grants	\$0	
			TOTAL REVENUES	\$20,000	
			Wages & Benefits	\$49,406	
			Operating Expenses	(\$29,406)	
			TOTAL EXPENSES	\$20,000	
			COUNTY LEVY	(\$0)	
Outlay	Land Acquisition	\$500,000	User Fees / Misc	\$0	-
	New Shop Design	\$1,200,000	Use of Fund Balance	\$2,500,000	
	3 V-Box Material Applicators	\$30,000	TOTAL REVENUES	\$2,500,000	
	2 Tandem Trucks	\$140,000	Wages & Benefits	\$0	
	2 Tandem Truck Accessory Packages	\$130,000	Operating Expenses	\$2,500,000	
	4 Quad Axle Trucks	\$35,000	TOTAL EXPENSES	\$2,500,000	
	Backhoe	\$15,000	COUNTY LEVY	\$0	
	5 Loaders	\$50,000			
	2 Tracked Skidsteer Loaders	\$25,000			
	1 Dozer	\$10,000			
5 Pickup Trucks	\$200,000				
2 Rotary Mowers	\$25,000				
Truck Lift	\$100,000				
Survey Equipment	\$40,000				
Totals			TOTAL REVENUES	\$8,770,438	63.50
			TOTAL EXPENSES	\$13,310,895	
			COUNTY LEVY	\$4,540,457	

Highway

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Total centerline miles completed of roadway resurfacing/pavement replacement/reconstruction (Defined by WisDOT FDM 3-5-2) .	5.50	27.50	27.50
Total lane miles of roadway maintained during winter maintenance operations (total)	1,641 miles	1,690 miles	1,690 miles
State of Wisconsin	618 miles	618 miles	625 miles
Sauk County	625 miles	616 miles	616 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.	4,512 yds	6,000 yds	6,000 yds
Tons of salt used for winter maintenance on County Highways.	3,663 tn	5,400 tn	5,400 tn
Number of winter / snow events.	16.00	30.00	23.00
Full-time equivalents funded by other entities.	26.00	26.00	27.00
Diesel fuel used annually.	132,910 gal	127,128 gal	156,975 gal
Sauk County Highway Department administrative costs as a percentage of total highway maintenance costs.	4.50%	4.50%	4.50%
Statewide average administrative costs as a percentage of total highway maintenance costs (71 counties)	4.38%	4.65%	4.56%

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Percentage of resurfacing/pavement replacement/reconstruction (Defined by WisDOT FDM 3-5-1)miles as compared to the total road miles of the CTH system	Shows the amount of the County Highway System having a Resurfacing, Pavement Replacement, or Reconstruction project.	1.78%	8.95%	8.95%
Fleet efficiency: equipment revenues generated less operating costs	>\$0 means equipment has been used productively, decreasing reliance on property taxes	\$73,986	\$0	\$0
Fleet efficiency: percentage of revenues generated in excess of operating costs	>100% means equipment has been used productively, decreasing reliance on property taxes	103.07%	100.00%	100.00%
Average lane miles of roadway per patrol section to maintain during winter maintenance operations of county roads	WisDOT Recommends 50-60 Lane Miles per section for a Category 5 Road (<5000 AADT)	41 miles	41 miles	41 miles
Maintenance dollars per centerline mile of county roads	Cost per mile for Maintenance to maintain existing level of service.	\$6,656	\$7,010	\$7,343
(Re)Construction dollars per centerline mile of county roads	Shows Dollars spent on Resurfacing, Pavement Replacement, or Reconstruction compared to total miles of County Highway.	\$3,370	\$6,892	\$7,308
Percentage of County Highway miles below a Pavement Surface Evaluation and Rating (PASER) score 7 (Scoring done every other year)	PASER evaluates road surface condition. A rating of 1 means the road has failed and reconstruction is needed. A rating of 10 means the quality is excellent and no maintenance is required.	27.82%	27.82%	23.00%
Cost of snow removal per centerline mile of county roads	Cost per mile for snow removal to keep existing Level of Service.	\$3,452.00	\$3,876.00	\$4,371.00

Highway

Oversight Committee: **Highway**

Highway Commissioner
1.00 FTE

Shop Supervisor
1.00 FTE

Office Manager
1.00 FTE

Operations Manager
1.00 FTE

Assistant Shop Supervisor
1.00 FTE

Accounting Assistant
1.00 FTE

Patrol Superintendent
3.00 FTE

Janitor
1.00 FTE

Account Clerk
1.00 FTE

Highway Worker
32.00 FTE

Welder
1.00 FTE

Recordkeeper
1.00 FTE

Highway Worker 2
10.00 FTE

Mechanic
5.00 FTE

Sign Maker
1.00 FTE

Mechanic Helper
1.00 FTE

Assistant Sign Maker
1.00 FTE

Skilled Laborer
0.50 FTE *

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	3.00	-0.50	0.00	1.50
FTE Balance	59.50	62.50	62.00	62.00	63.50

*Shared with Land Resources & Environment

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
HIGHWAY											
<u>Revenues</u>											
Tax Levy	4,065,490	4,127,562	4,116,954	4,221,207	4,221,207	4,540,457	319,250	7.56%	Land Acquisition	500,000	0
Grants & Aids	1,756,450	1,323,708	1,652,083	1,656,165	1,642,539	1,980,317	324,152	19.57%	New Shop Design	1,200,000	0
User Fees	159,810	178,755	130,952	90,000	135,000	50,000	(40,000)	-44.44%	3 V-Box Material Applicators	30,000	0
Intergovernmental	4,250,838	5,460,902	5,185,444	3,854,831	3,970,383	4,115,121	260,290	6.75%	2 Tandem Truck	140,000	0
Interest	22,729	55,479	152,515	70,000	70,000	120,000	50,000	71.43%	2 Tandem Truck Accessories	130,000	0
Miscellaneous	27,657	7,004	0	0	30,000	0	0	0.00%	4 Quad Axle Trucks	35,000	0
Use of Fund Balance	0	0	0	810,259	13,490	2,505,000	1,694,741	209.16%	Backhoe	15,000	0
									5 Loaders	50,000	0
									2 Tracked Skid Steer Loaders	25,000	0
									1 Dozer	10,000	0
									5 Pickup Trucks	200,000	0
									2 Rotary Mowers	25,000	0
									Truck Lift	100,000	0
									Survey Equipment	40,000	0
Total Revenues	10,282,974	11,153,409	11,237,948	10,702,462	10,082,619	13,310,895	2,608,433	24.37%			
<u>Expenses</u>											
Labor	2,831,968	2,933,111	3,079,976	3,197,547	3,197,547	3,528,523	330,976	10.35%			
Labor Benefits	1,378,992	1,464,872	1,333,354	1,361,880	1,361,880	1,511,605	149,725	10.99%			
Supplies & Services	4,703,853	4,805,906	5,356,809	5,323,035	5,453,192	5,650,767	327,732	6.16%			
Capital Outlay	0	0	0	750,000	0	2,500,000	1,750,000	233.33%			
Transfer to General Fund	22,729	55,479	152,515	70,000	70,000	120,000	50,000	71.43%			
Addition to Fund Balance	1,345,432	1,894,041	1,315,293	0	0	0	0	0.00%			
Total Expenses	10,282,974	11,153,409	11,237,948	10,702,462	10,082,619	13,310,895	2,608,433	24.37%			
Beginning of Year Fund Balance	11,991,281	13,336,713	15,060,815		16,376,108	16,362,618			2021	850,000	0
End of Year Fund Balance	13,336,713	15,230,754	16,376,108		16,362,618	13,857,618			2022	850,000	0
									2023	27,870,000	0
									2024	850,000	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.

2018 Beginning fund balance restated to subtract \$169,939 due to implementation of new accounting standard for post employment benefits.

2020 Highlights & Issues on the Horizon

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.

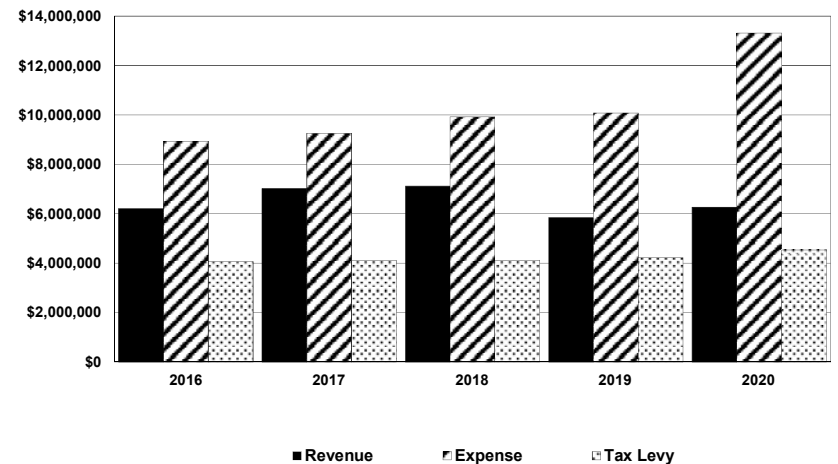
An increase in labor costs of \$229,872 impacts the Department directly due to market adjustments at the highway department, plus the addition of an Operations Manager at cost of \$109,944 and half of a Highway/Parks Worker at a cost of \$33,172 (the other half is budgeted in the Land Resources & Environment budget), for a total over labor increase of \$372,988.

The County may receive an additional \$200,000 of State CHIP-D (County Highway Improvement Program-Discretionary) funds in 2020. These State dollars require an equal amount to be matched from the County. The funding may be received in 2021, but it is wise to budget for it in 2020 so the matching funds are available. This budget matches the State funds with County tax levy.

Bridge Aid funding has increased this year by \$11,765 from \$80,741 to \$92,506. This special purpose levy is exempt from levy limits.

The Sauk County Highway Department has garages located at 620 Linn Street in Baraboo and a satellite Garage located at 537 K Street in Reedsburg. Both of these Garages are no longer adequate for the current fleet storage, repair activities, parts storage and employee quarters. The existing facilities are too small, improperly laid out, in need of many architectural and mechanical repairs. This budget has capital expense for design of at least one new facility.

Revenue, Expense and Tax Levy



Fund: HIGHWAY	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HIGHWAY	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
70030 HIGHWAY REVENUE										
411100 GENERAL PROPERTY TAXES	-4,127,562	-4,127,562	-4,116,954	-4,116,954	100%	-2,110,604	-4,221,207	-4,221,207	-4,540,457	319,250
422160 HO-CHUNK GAMING GRANT	0	-52,759	0	-45,259	0%	-38,809	0	-38,809	-24,259	24,259
424850 PETROLEUM ENVIRONMENTL CLEANUP	0	-6,401	0	0	0%	0	0	0	0	0
435300 TRANSPORTATION AIDS / STATE	-1,297,273	-1,258,129	-1,258,129	-1,417,448	113%	-350,956	-1,417,448	-1,403,822	-1,556,058	138,610
435310 LOCAL ROAD/CO HWY IMPROVEMENT	-181,716	-6,418	-91,418	-189,376	207%	-47,000	-199,908	-199,908	-400,000	200,092
463100 HWY MAINT/CONST PRIVATE	-116,354	-73,177	-115,501	-20,805	18%	-20,018	-40,000	-40,000	-20,000	-20,000
472300 TRANSPORTATION-STHS MAINTENANC	-2,654,990	-2,476,419	-2,649,819	-2,805,445	106%	-1,659,429	-2,666,863	-2,666,863	-2,963,420	296,557
472310 STATE PERF BASED MAINT REVENUE	0	0	0	-123,102	0%	-115,552	0	-115,552	0	0
473300 HWY MAINT/CONST-OTHER GOVERNME	-1,010,615	-1,102,682	-1,033,482	-1,095,145	106%	-809,378	-1,072,030	-1,072,030	-1,058,284	-13,746
474100 HWY MAINT/CONST-OTHER DEPT	-90,592	-1,105,264	-99,710	-1,144,161	1147%	-92,189	-115,938	-115,938	-93,417	-22,521
481100 INTEREST ON INVESTMENTS	-8,000	-55,479	-8,000	-152,515	1906%	-35,000	-70,000	-70,000	-120,000	50,000
483300 SALE OF MATERIAL AND SUPPLIES	-70,000	-105,578	-70,000	-110,146	157%	-87,134	-50,000	-95,000	-30,000	-20,000
486300 INSURANCE RECOVERIES	0	-7,004	0	0	0%	-28,310	0	-30,000	0	0
489010 STATE CONTRIB CAPITAL REVENUE	0	-776,538	0	-17,592	0%	0	0	0	0	0
493010 FUND BALANCE APPLIED	-700,000	0	-725,000	0	0%	0	-765,000	0	-2,505,000	1,740,000
TOTAL HIGHWAY REVENUE	-10,257,102	-11,153,409	-10,168,013	-11,237,948	111%	-5,394,379	-10,618,394	-10,069,129	-13,310,895	2,692,501
70030110 HIGHWAY ADMINISTRATION										
514100 FICA & MEDICARE TAX	268	310	268	256	96%	153	268	268	402	134
514600 WORKERS COMPENSATION	2	2	2	2	101%	1	2	2	3	1
515800 PER DIEM COMMITTEE	3,500	4,050	3,500	3,350	96%	2,000	3,500	3,500	5,250	1,750
526100 ADMINISTRATION	403,514	421,386	403,037	464,664	115%	213,829	404,837	416,013	518,559	113,722
531800 MIS DEPARTMENT CHARGEBACKS	3,823	5,495	4,300	5,484	128%	16,875	6,013	6,014	14,393	8,380
533200 MILEAGE	1,350	1,862	1,350	1,706	126%	1,124	1,350	1,350	1,350	0
551600 INSURANCE-MONIES & SECURITIES	18	0	18	0	0%	0	18	18	18	0
552100 OFFICIALS BONDS	25	23	25	23	93%	23	25	25	25	0
TOTAL HIGHWAY ADMINISTRATION	412,500	433,129	412,500	475,486	115%	234,006	416,013	427,190	540,000	123,987
70030303 LOCAL BRIDGE AIDS										
526100 LOCAL BRIDGE AIDS	79,683	79,683	27,156	27,156	100%	80,741	80,741	80,741	92,506	11,765
TOTAL LOCAL BRIDGE AIDS	79,683	79,683	27,156	27,156	100%	80,741	80,741	80,741	92,506	11,765
70030305 SUPERVISION										
526100 SUPERVISION	112,500	105,205	105,000	114,986	110%	57,969	106,000	106,000	115,000	9,000
TOTAL SUPERVISION	112,500	105,205	105,000	114,986	110%	57,969	106,000	106,000	115,000	9,000
70030306 RADIO EXPENSE										
526100 RADIO EXPENSE	2,500	1,142	2,500	2,764	111%	408	2,500	2,500	2,500	0

Fund: HIGHWAY	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HIGHWAY	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL RADIO EXPENSE	2,500	1,142	2,500	2,764	111%	408	2,500	2,500	2,500	0
70030307 GENERAL PUBLIC LIABILITY										
551700 INSURANCE-UMBRELLA	30,000	26,036	25,000	26,717	107%	15,473	26,500	26,500	27,000	500
TOTAL GENERAL PUBLIC LIABILITY	30,000	26,036	25,000	26,717	107%	15,473	26,500	26,500	27,000	500
70030308 EMPLOYEE TAXES AND BENEFITS										
513000 EMPLOYEE BENEFITS	0	216,748	0	69,644	0%	0	0	0	0	0
514400 HEALTH INSURANCE COUNTY SHARE	0	0	0	0	0%	0	0	0	0	0
514500 LIFE INSURANCE COUNTY SHARE	0	0	0	0	0%	0	0	0	0	0
514800 UNEMPLOYMENT	0	465	0	131	0%	0	0	0	0	0
TOTAL EMPLOYEE TAXES AND BENEFITS	0	217,213	0	69,775	0%	0	0	0	0	0
70030309 FIELD SMALL TOOLS										
534700 FIELD SUPPLIES	0	0	0	0	0%	0	0	0	0	0
TOTAL FIELD SMALL TOOLS	0	0	0	0	0%	0	0	0	0	0
70030310 HWY SHOP OPERATIONS										
526100 SHOP OPERATIONS	-3,824	0	-4,300	0	0%	1	-6,014	-6,014	-14,393	-8,379
531800 MIS DEPARTMENT CHARGEBACKS	3,824	0	4,300	0	0%	0	6,014	6,014	14,393	8,379
TOTAL HWY SHOP OPERATIONS	0	0	0	0	0%	0	0	0	0	0
70030311 FUEL HANDLING										
535100 VEHICLE FUEL / OIL	0	0	0	0	0%	0	0	0	0	0
TOTAL FUEL HANDLING	0	0	0	0	0%	0	0	0	0	0
70030312 MACHINERY/EQUIPMENT OPERATIONS										
535900 EQUIPMENT AND MAINTENANCE	0	-424,175	0	-252,499	0%	-647,050	0	0	0	0
551200 INSURANCE-VEHICLE LIABILITY	0	136,352	0	149,227	0%	169,494	0	0	0	0
551300 INSURANCE-CONTRACTORS EQUIP/IN	0	0	0	2,878	0%	3,128	0	0	0	0
TOTAL MACHINERY/EQUIPMENT OPERATIONS	0	-287,823	0	-100,394	0%	-474,428	0	0	0	0
70030314 BUILDINGS/GROUNDS OPERATIONS										
534700 FIELD SUPPLIES	0	0	0	0	0%	5,513	0	0	0	0
TOTAL BUILDINGS/GROUNDS OPERATIONS	0	0	0	0	0%	5,513	0	0	0	0
70030315 INSURANCE RECOVERY EXPENSE										
526100 INSURANCE RECOVERY EXPENSE	0	12,922	0	23,406	0%	14,584	0	0	0	0

Fund: HIGHWAY	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HIGHWAY	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL INSURANCE RECOVERY EXPENSE	0	12,922	0	23,406	0%	14,584	0	0	0	0
70030316 CAPITAL ASSET ACQUISITION										
581000 CAPITAL EQUIPMENT	700,000	0	725,000	0	0%	0	750,000	0	2,500,000	1,750,000
TOTAL CAPITAL ASSET ACQUISITION	700,000	0	725,000	0	0%	0	750,000	0	2,500,000	1,750,000
511100 SALARIES PERMANENT REGULAR	2,779,495	2,760,014	2,867,788	2,784,736	97%	1,482,330	2,984,318	2,984,318	3,302,939	318,621
511200 SALARIES-PERMANENT-OVERTIME	204,459	145,630	189,037	273,811	145%	228,693	191,291	191,291	206,466	15,175
511900 LONGEVITY-FULL TIME	17,983	16,808	17,799	16,951	95%	1,732	18,438	18,438	13,868	-4,570
512100 WAGES-PART TIME	0	6,609	0	1,129	0%	0	0	0	0	0
514100 FICA & MEDICARE TAX	229,648	214,965	235,209	221,911	94%	124,133	244,345	244,345	269,530	25,185
514200 RETIREMENT-COUNTY SHARE	203,012	196,500	206,000	204,100	99%	106,428	209,210	209,210	237,821	28,611
514400 HEALTH INSURANCE COUNTY SHARE	815,660	799,813	843,250	792,924	94%	434,539	862,229	862,229	949,386	87,157
514500 LIFE INSURANCE COUNTY SHARE	1,467	1,271	1,316	1,293	98%	598	1,359	1,359	1,284	-75
514600 WORKERS COMPENSATION	43,772	34,798	42,264	43,093	102%	23,866	44,467	44,467	53,179	8,712
519600 PAYROLL DEFAULT OFFSET	-4,295,496	-4,182,595	-4,402,663	-4,343,826	99%	-2,403,123	-4,555,657	-4,555,657	-5,034,473	-478,816
524000 MISCELLANEOUS EXPENSES	0	6,012	0	3,784	0%	789	0	0	0	0
533200 MILEAGE	0	108	0	2	0%	0	0	0	0	0
533500 MEALS AND LODGING	0	67	0	92	0%	16	0	0	0	0
70030320 CTHS ROUTINE MAINTENANCE										
526100 CTHS ROUTINE MAINTENANCE	2,061,351	1,571,500	2,017,469	2,050,399	102%	1,273,884	2,075,240	1,801,440	2,373,823	298,583
TOTAL CTHS ROUTINE MAINTENANCE	2,061,351	1,571,500	2,017,469	2,050,399	102%	1,273,884	2,075,240	1,801,440	2,373,823	298,583
70030321 CTHS SNOW/ICE CONTROL										
526100 CTHS SNOW/ICE CONTROL	1,145,425	856,844	1,140,345	1,063,565	93%	1,043,800	1,193,902	1,268,800	1,193,902	0
TOTAL CTHS SNOW/ICE CONTROL	1,145,425	856,844	1,140,345	1,063,565	93%	1,043,800	1,193,902	1,268,800	1,193,902	0
70030322 CTHS ROAD CONSTRUCTION										
526100 CTHS ROAD CONSTRUCTION	1,916,432	1,489,350	1,875,725	1,038,159	55%	64,268	2,123,050	2,300,000	2,323,050	200,000
TOTAL CTHS ROAD CONSTRUCTION	1,916,432	1,489,350	1,875,725	1,038,159	55%	64,268	2,123,050	2,300,000	2,323,050	200,000
70030323 CTHS BRIDGE CONSTRUCTION										
526100 CTHS BRIDGE CONSTRUCTION	151,750	146,030	175,925	60,798	35%	17,399	275,000	500,000	80,000	-195,000
TOTAL CTHS BRIDGE CONSTRUCTION	151,750	146,030	175,925	60,798	35%	17,399	275,000	500,000	80,000	-195,000
70030325 STHS MAINTENANCE										
526100 STHS MAINTENANCE	2,125,000	1,919,763	2,120,000	2,252,013	106%	1,371,329	1,919,762	1,919,762	2,415,345	495,583
TOTAL STHS MAINTENANCE	2,125,000	1,919,763	2,120,000	2,252,013	106%	1,371,329	1,919,762	1,919,762	2,415,345	495,583

Fund: HIGHWAY	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HIGHWAY	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated	2020	2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
70030326 STHS ROAD/BRIDGE CONSTRUCTION										
526100 STHS ROAD/BRIDGE CONSTRUCTION	195,000	231,460	185,000	217,120	117%	171,239	231,460	231,460	217,120	-14,340
TOTAL STHS ROAD/BRIDGE CONSTRUCTION	195,000	231,460	185,000	217,120	117%	171,239	231,460	231,460	217,120	-14,340
70030327 STHS OTHER SERVICES										
526100 STHS OTHER SERVICES	99,400	120,259	99,700	140,823	141%	38,734	120,258	120,258	138,948	18,690
TOTAL STHS OTHER SERVICES	99,400	120,259	99,700	140,823	141%	38,734	120,258	120,258	138,948	18,690
70030329 STATE PERF BASED MAINT EXPENSE										
526100 APPROPRIATION	0	0	0	47,250	0%	0	0	0	0	0
TOTAL STATE PERF BASED MAINT EXPENSE	0	0	0	47,250	0%	0	0	0	0	0
70030330 OTHER LOCAL GOVERNMENT ROADS										
526100 OTHER LOCAL GOVERNMENT ROADS	1,010,615	1,102,682	1,033,482	1,095,145	106%	808,866	1,072,030	1,072,030	1,058,284	-13,746
TOTAL OTHER LOCAL GOVERNMENT ROADS	1,010,615	1,102,682	1,033,482	1,095,145	106%	808,866	1,072,030	1,072,030	1,058,284	-13,746
70030331 LOCAL DEPARTMENTS										
526100 LOCAL DEPARTMENTS	90,592	1,105,264	99,710	1,144,161	1147%	92,189	115,938	115,938	93,417	-22,521
TOTAL LOCAL DEPARTMENTS	90,592	1,105,264	99,710	1,144,161	1147%	92,189	115,938	115,938	93,417	-22,521
70030332 NON-GOVERNMENTAL CUSTOMERS										
524000 MISCELLANEOUS EXPENSES	0	54	0	7	0%	-751	0	0	0	0
526100 NON-GOVERNMENT CUSTOMERS	116,354	73,177	115,501	20,805	18%	20,018	40,000	40,000	20,000	-20,000
TOTAL NON-GOVERNMENTAL CUSTOMERS	116,354	73,231	115,501	20,812	18%	19,267	40,000	40,000	20,000	-20,000
70030900 TRANSFERS TO OTHER FUNDS										
591000 TRANSFER TO GENERAL FUND	8,000	55,479	8,000	152,515	1906%	35,000	70,000	70,000	120,000	50,000
TOTAL TRANSFERS TO OTHER FUNDS	8,000	55,479	8,000	152,515	1906%	35,000	70,000	70,000	120,000	50,000
TOTAL DEPARTMENT REVENUE	-10,257,102	-11,153,409	-10,168,013	-11,237,948	111%	-5,394,379	-10,618,394	-10,069,129	-13,310,895	2,692,501
TOTAL DEPARTMENT EXPENSE	10,257,102	9,259,368	10,168,013	9,922,654	98%	4,870,244	10,618,394	10,082,619	13,310,895	2,692,501
-ADDITION TO / USE OF FUND BALANCE	0	-1,894,042	0	-1,315,293		-524,136	0	13,490	0	

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

Specific Strategic Issues Addressed
Protect air, water, land

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.	12/31/2020
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.	12/31/2020
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.	3/31/2020

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 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	\$40,036	-	
			Use of Fund Balance	\$0		
			Grants	\$0		
			TOTAL REVENUES	\$40,036		
			Wages & Benefits	\$0		
			Operating Expenses	\$40,036		
			TOTAL EXPENSES	\$40,036		
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	\$47,964	-	
			Use of Fund Balance	\$18,654		
			Grants	\$0		
			TOTAL REVENUES	\$66,618		
			Wages & Benefits	\$0		
			Operating Expenses	\$66,618		
			TOTAL EXPENSES	\$66,618		
COUNTY LEVY	\$0					
Totals			TOTAL REVENUES	\$106,654	-	
			TOTAL EXPENSES	\$106,654		
			COUNTY LEVY	\$0		

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Gallons of leachate removed from landfill	251,180	220,000	225,000
Methane management system running at peak performance with minimal down time	Flare monitored remotely, runtime approximately 85%	Flare monitored remotely, runtime approximately 80%	Flare monitored remotely, runtime approximately 85%
Annual Inspections are completed by DNR and staff	No violations or issues	No violations or issues	No violations or issues

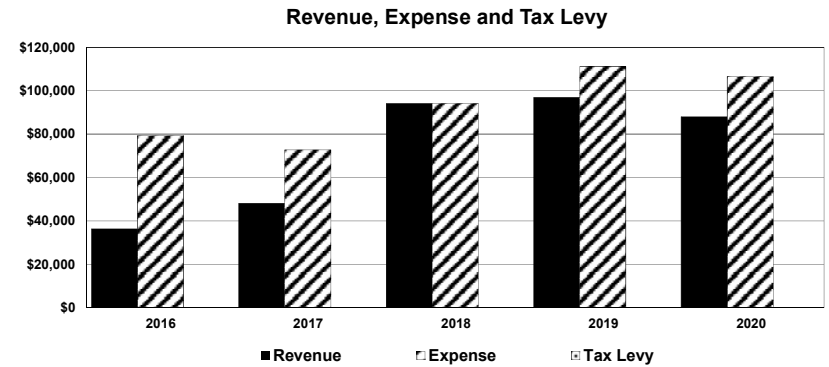
Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Leachate volume remains consistent with facility history as well as weather conditions	Low leachate levels indicate the landfill cap remains in safe condition	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	85% Runtime
Positive Inspection report - issues with cover are addressed	Landfill is safe	Positive Report	Anticipate Positive report	Anticipate Positive report

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
LANDFILL REMEDIATION FUND											
<u>Revenues</u>											
Interest	36,330	48,181	94,112	15,300	97,000	88,000	72,700	475.16%	None	0	0
Use of Fund Balance	43,002	24,581	0	95,787	14,145	18,654	(77,133)	-80.53%			
Total Revenues	79,332	72,762	94,112	111,087	111,145	106,654	(4,433)	-3.99%	2020 Total	0	0
<u>Expenses</u>											
Supplies & Services	79,332	72,762	74,598	111,087	111,145	106,654	(4,433)	-3.99%	2021	0	0
Addition to Fund Balance	0	0	19,514	0	0	0	0	0.00%	2022	0	0
									2023	0	0
									2024	0	0
Total Expenses	79,332	72,762	94,112	111,087	111,145	106,654	(4,433)	-3.99%			
Beginning of Year Fund Balance	4,920,817	4,877,815	4,853,234		4,872,748	4,858,603					
End of Year Fund Balance	4,877,815	4,853,234	4,872,748		4,858,603	4,839,949					

2020 Highlights & Issues on the Horizon

Interest rates and revenues are increasing, however, still at a low rate.

Long Term Care Funds were intended to cover the management cost of the closed landfill for 40 years; 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.



Fund: LANDFILL REMEDIATION	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: SOLID WASTE SITE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
25060 LANDFILL REMEDIATION REVENUE										
481160 INTEREST LANDFILL REMEDIATION	-12,500	-30,786	-13,000	-54,855	422%	-36,287	-13,500	-55,000	-50,000	36,500
481400 INTEREST ON LNG TRM CR INVEST	-1,800	-17,395	-1,800	-39,257	2181%	-24,725	-1,800	-42,000	-38,000	36,200
493010 FUND BALANCE APPLIED	-101,365	0	-99,481	0	0%	0	-95,787	0	-18,654	-77,133
TOTAL LANDFILL REMEDIATION REVENUE	-115,665	-48,181	-114,281	-94,112	82%	-61,012	-111,087	-97,000	-106,654	-4,433
25060372 LANDFILL REMEDIATION OLD										
520900 CONTRACTED SERVICES	28,000	14,563	28,000	11,970	43%	6,089	25,000	25,000	23,000	-2,000
522900 UTILITIES	3,200	1,694	3,000	1,309	44%	482	2,800	2,800	2,800	0
523100 GROUNDWATER MONITORING	14,000	5,885	13,000	10,054	77%	4,524	13,000	13,000	12,000	-1,000
530500 LICENSES AND PERMITS	115	115	115	115	100%	0	115	115	118	3
535000 REPAIRS AND MAINTENANCE	2,500	0	2,500	1	0%	0	2,500	2,500	2,000	-500
551000 INSURANCE	75	103	83	114	138%	117	86	115	118	32
TOTAL LANDFILL REMEDIATION OLD	47,890	22,360	46,698	23,563	50%	11,212	43,501	43,530	40,036	-3,465
25060373 LANDFILL REMEDIATION NEW										
520900 CONTRACTED SERVICES	40,000	31,546	40,000	31,374	78%	17,573	40,000	40,000	40,000	0
522100 WATER TREATMENT/TESTING	2,000	1,692	2,000	3,572	179%	759	2,000	2,000	2,000	0
522900 UTILITIES	3,200	4,244	3,000	1,309	44%	480	3,000	3,000	3,000	0
523100 GROUNDWATER MONITORING	20,000	10,929	20,000	14,394	72%	8,401	20,000	20,000	19,000	-1,000
535000 REPAIRS AND MAINTENANCE	2,500	1,888	2,500	272	11%	134	2,500	2,500	2,500	0
551000 INSURANCE	75	103	83	114	138%	117	86	115	118	32
TOTAL LANDFILL REMEDIATION NEW	67,775	50,402	67,583	51,036	76%	27,464	67,586	67,615	66,618	-968
TOTAL DEPARTMENT REVENUE	-115,665	-48,181	-114,281	-94,112	82%	-61,012	-111,087	-97,000	-106,654	-4,433
TOTAL DEPARTMENT EXPENSE	115,665	72,762	114,281	74,598	65%	38,675	111,087	111,145	106,654	-4,433
-ADDITION TO / USE OF FUND BALANCE	0	24,581	0	-19,514		-22,336	0	14,145	0	

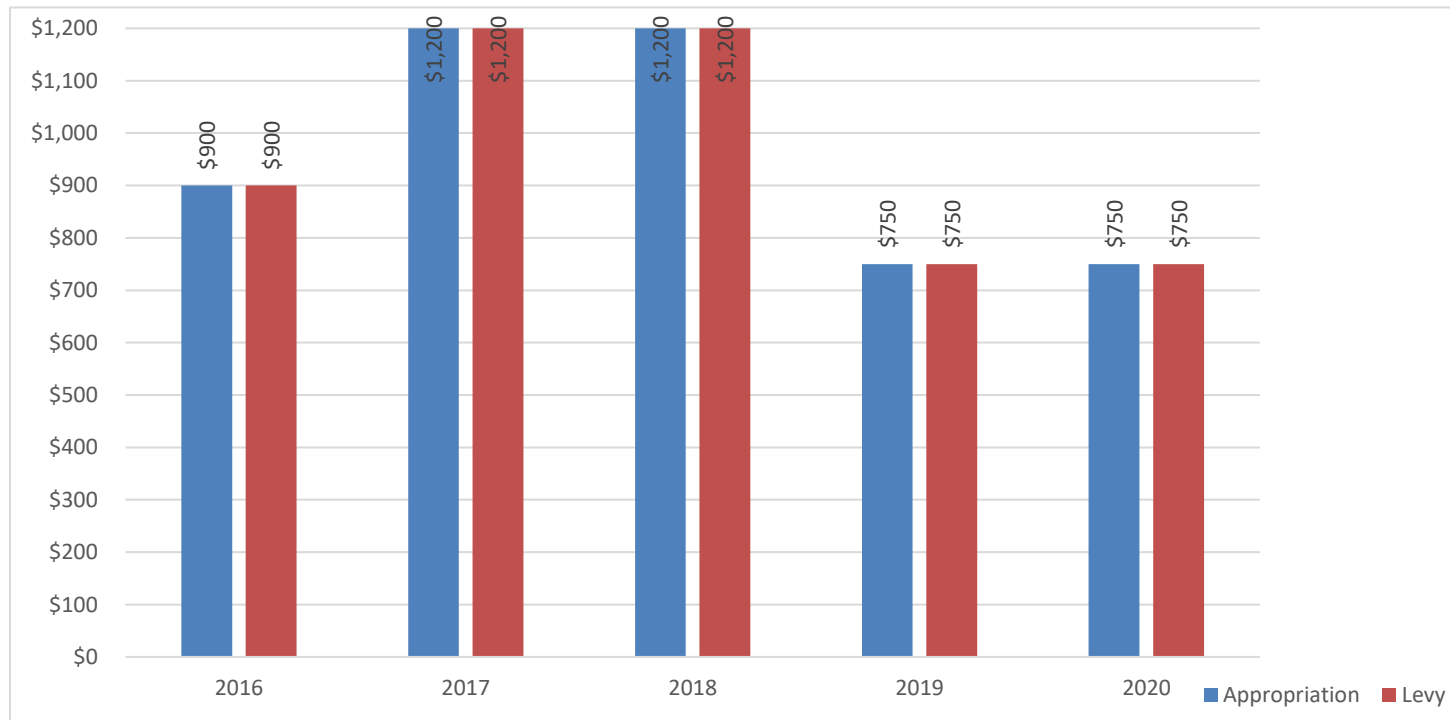
Pink Lady Rail Transit Commission (PLRTC)

Organization Purpose: The Pink Lady Rail Transit Commission (PLRTC) works to ensure a continued high quality rail service to Sauk County businesses along the Madison to Reedsburg state owned rail line. 14 businesses employing over 3,000 employees use the line.

Programs Provided to Sauk County Residents: The commission focuses on creating and keeping good communications between the shippers, the rail operator, and the state DOT. We also lend support to the funding of rail improvements on the Madison to Reedsburg line.

Major Goals for Organization for 2020 and Beyond: Primary goals these years are to monitor the repairs of the Merrimac Bridge and the future funding of the repairs of the ties from Madison to Reedsburg. The total of the two projects scheduled over the next 5 years is over 30,000 million dollars.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999361-526100 Appropriation		\$1,200	\$1,200	\$1,200	\$1,200	100%	\$750	\$750	\$750	\$0
10024684-526100-99705 Appropriation		\$0	\$0	\$0	\$0	0%	\$0	\$0	\$0	\$750



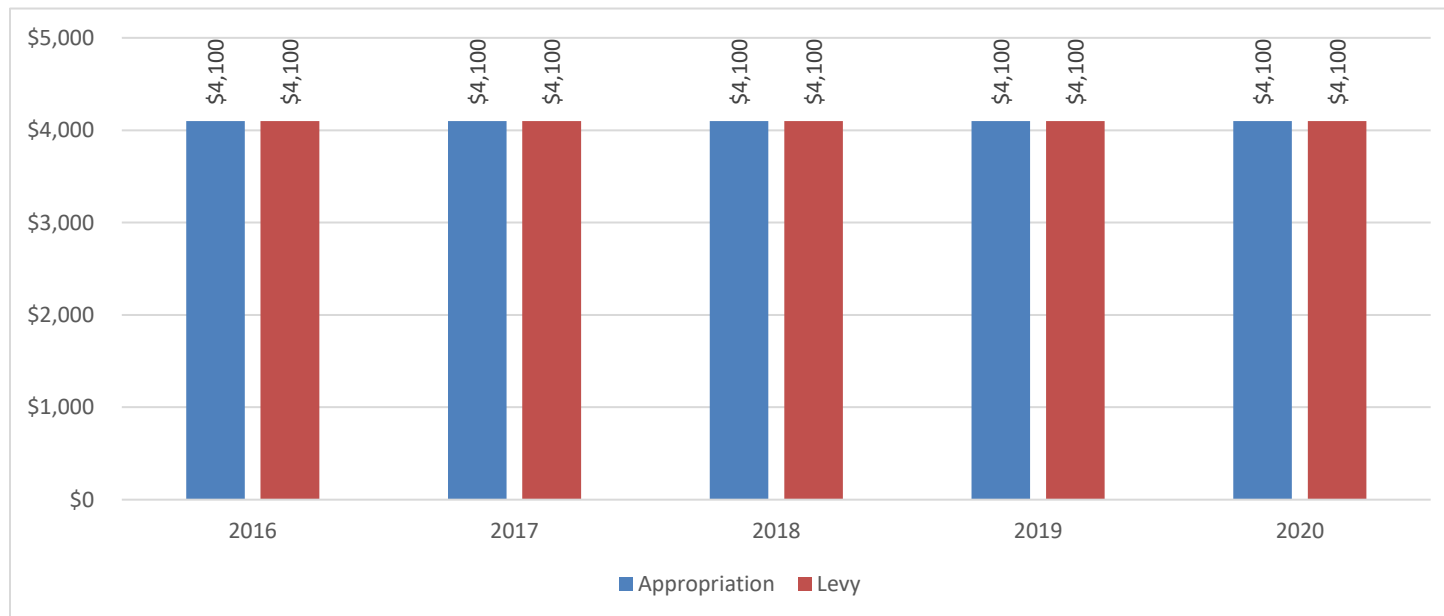
Reedsburg Airport

Organization Purpose: To serve the citizens of Reedsburg and the entire surrounding area with a safe and modern general aviation facility.

Programs Provided to Sauk County Residents: Fly-in Drive-in breakfast, flight training and airplane rides. Fixed Base Operator (FBO) – fuel. Instruction. Supplies. Aircraft storage/rental. Airport management. Aircraft maintenance. EWP interior aircraft services. Aircraft paint. Euroair Aviation.

Major Goals for Organization for 2020 and Beyond: 2020 plan to seal coat pavement infrastructure and begin work on updating Airport Layout Plan. The City is in the planning stages working with Wisconsin Board of Aeronautics, Federal Aviation Administration and other agencies on possibly extending Viking Drive into our Industrial Park. Success of these projects will depend on cooperation along with funding sources.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999350-526100-99002 Appropriation		\$4,100	\$4,100	\$4,100	\$4,100	100%	\$4,100	\$4,100	\$4,100	\$0
10024684-526100-99002 Appropriation		\$0	\$0	\$0	\$0	0%	\$0	\$0	\$0	\$4,100



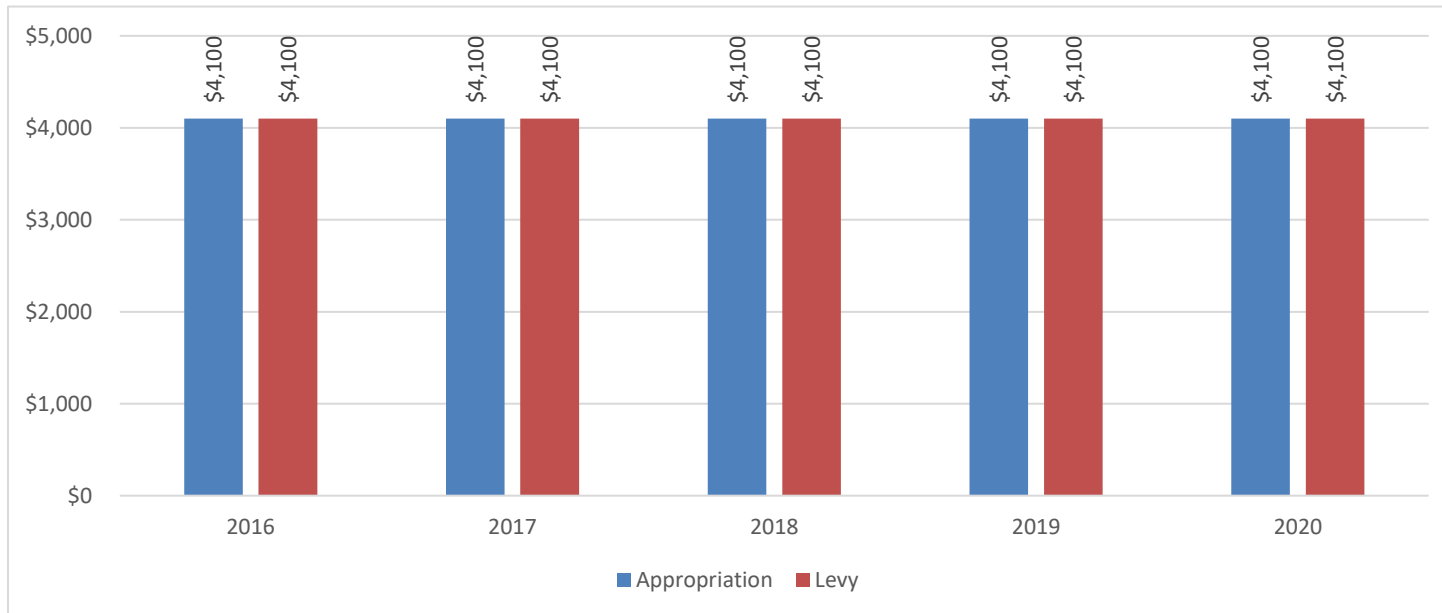
Sauk-Prairie Airport, Inc.

Organization Purpose: Manage the Sauk Prairie Airport on behalf of the Town of Prairie du Sac.

Programs Provided to Sauk County Residents: Training for first responders for aircraft accidents and landing zone procedures. Fly-In programs promoting aviation wit family friendly activities. Speedometer calibration certification on runway for Sauk Prairie Police Department. Aviation job shadowing for local high school students.

Major Goals for Organization for 2020 and Beyond: Construct a Welcome Center which will offer a 24/7 lobby and restrooms for the public. Seal coat the runway.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999350-526100-99003 Appropriation		\$4,100	\$4,100	\$4,100	\$4,100	100%	\$4,100	\$4,100	\$4,100	\$0
10024684-526100-99003 Appropriation		\$0	\$0	\$0	\$0	0%	\$0	\$0	\$0	\$4,100



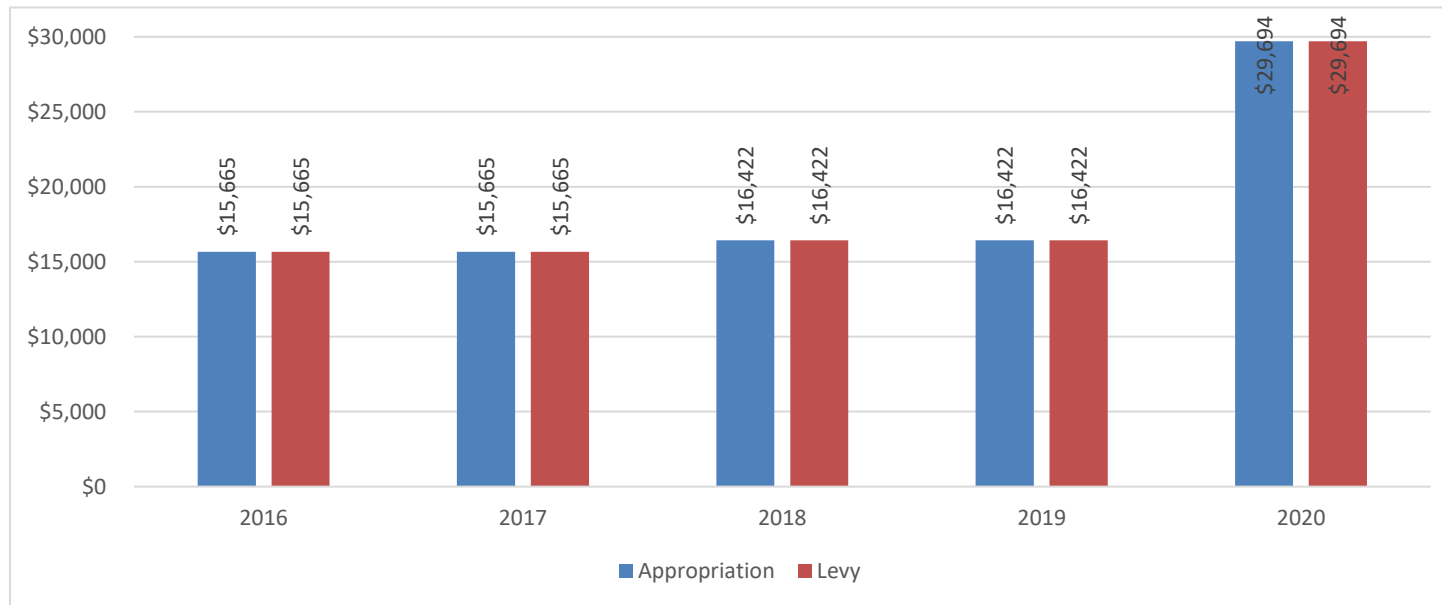
Tri-County Airport

Organization Purpose: Owned jointly by Sauk (49%), Iowa (25.5%) and Richland Counties (25.5%), the Tri-County Airport is a general utility public airport providing hangar storage, a 5,000 foot runway, and a restaurant operated by a leased contractor. Provide a quality airport to the river valley area. Maintain the Counties' investment in the airport infrastructure. Provide the maximum possible safety in air transportation. Utilize State and Federal aid to limit the financial burden on the Counties.

Programs Provided to Sauk County Residents: Provide a quality airport to the river valley area, with access to the air transportation system. Weather data provided for the Spring Green area. All weather destination for Med Flight and aviation departments of law enforcement, military, and federal, state and local agencies. Provide access to the local business community for national and international companies.

Major Goals for Organization for 2020 and Beyond: Maintain the county investment in the airport infrastructure. Ensure the maximum possible safety in air transportation. Utilize state and federal aid to limit the financial burden on the county for airport operation and development.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999350-526100 99004 Appropriation		\$15,665	\$15,665	\$16,422	\$16,422	100%	\$16,422	\$16,422	\$16,422	\$0
10024684-526100-99004 Appropriation		\$0	\$0	\$0	\$0	0%	\$0	\$0	\$0	\$29,694



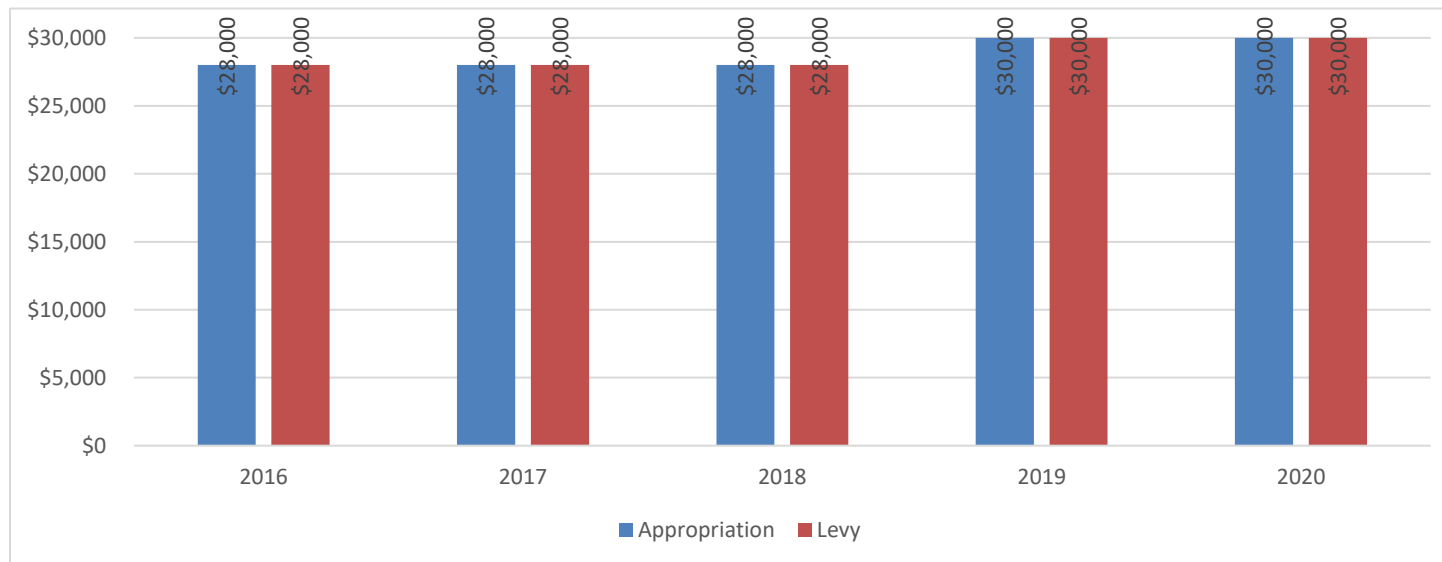
Wisconsin River Rail Transit Commission

Organization Purpose: This Commission is created for the purpose of providing for the continuation of rail service on this branch line including any of the spurs referred to or the preservation of the facilities of continuing such service. Included in this purpose is the acquisition of the entire branch line or any portions thereof by purchase or otherwise, and to operate or contract for its use by any operator, or to maintain and improve it for future use.

Programs Provided to Sauk County Residents: The WRRTC helps preserve rail service to the County, which is a valuable economic support system for a number of local businesses and communities. In 2013 the WRRTC funded a UW-Extension service study analyzing the economic impact of freight rail which showed that publicly owned rail in southern Wisconsin generates a total economic impact of 10,160 jobs, \$614 million in wages, \$1.03 billion in total income, \$1.8 billion in industrial sales, and \$91.9 million in state and local tax revenues. In late 2014 the WRRTC acquired significant track in Sauk County terminating in Reedsburg. This subdivision has been in constant use for numerous years. Now under the purview of the WRRTC, the line is being maintained and preserved for existing customers and communities. WRRTC and WSOR serve 15 customers in Sauk County. Commodities traveling on the line include: Polypropylene, paper, tin plate, plastic resins, potassium chloride, ammonium sulfate, corn, wheat, soybeans, scrap metal, coke, wood products and ballast rock. WRRTC removed the damaged Sauk City railroad bridge and abandoned trackage to facilitate the creation of the Great Sauk State Trail (GSST), and continues to facilitate the GSST in Dane County.

Major Goals for Organization for 2020 and Beyond: WRRTC continues to preserve and maintain the rail corridor through its counties. While not all of the projects occur in Sauk County, because the rail line is contiguous, Sauk benefits from all improvements along the line. Merrimac bridge rehab, rehab of Waukesha and Watertown subs, bridge upgrades to Prairie du Chien and Reedsburg, marketing rail service to businesses located directly on the WRRTC system, substantial upgrades to tracks that provide access to and from Chicago area and class 1 rail systems.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999360-526100 Appropriation		\$28,000	\$28,000	\$30,000	\$30,000	100%	\$30,000	\$30,000	\$30,000	\$0
10024684-526100-99954 Appropriation		\$0	\$0	\$0	\$0	0%	\$0	\$0	\$0	\$30,000



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Health & Human Services

This category includes general health, mental health, consumer protection services, health inspections, animal and insect control, social service programs, income maintenance programs, elderly programs, nursing homes, and health clinics.

FUNCTIONAL AREA MISSION STATEMENT

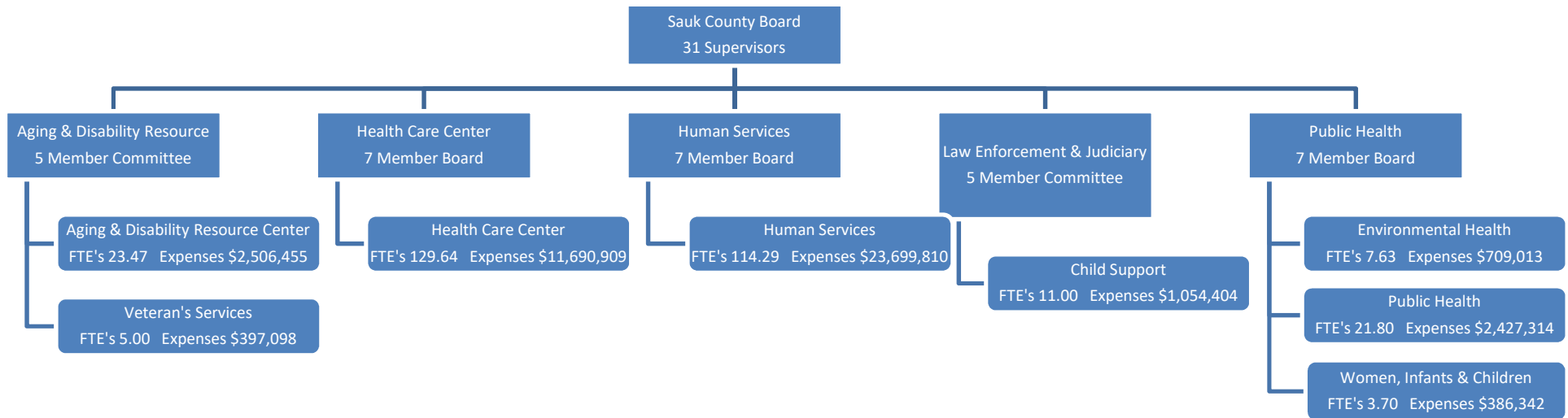
To improve and enhance service delivery provided ensuring collaborative, cost effective service. The supportive services functional group will act as the driving force to empower each department to look at routine processes and identify opportunities for improvement within the individual departments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

FUNCTIONAL AREA VISION STATEMENT

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

ELEMENT(S) OF COUNTYWIDE MISSION FULFILLED

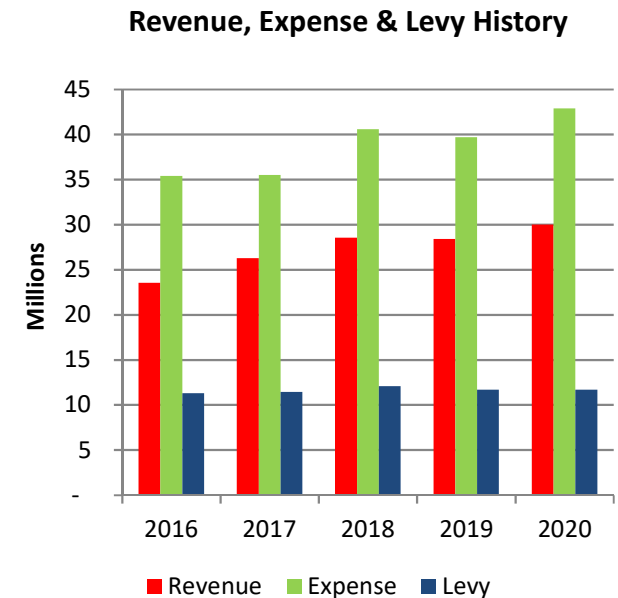
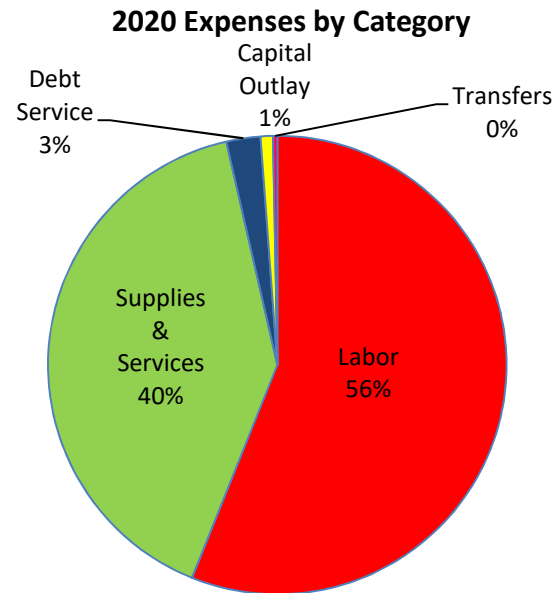
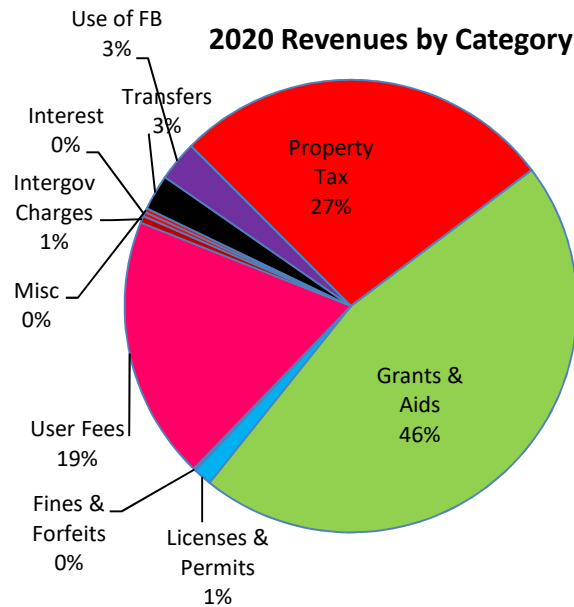
Fiscally responsible / essential services
 Promote safe community
 Encourages economic development
 Development of cultural, social, and community values that enhance human dignity
 Stewardship of natural resources



Health & Human Services

Significant Changes in the Health & Human Services Function for 2020

- The Aging & Disability Resource Center (ADRC) continues to see increased need in the volunteer driver program, so \$40,000 was added for escort driver reimbursements and \$5,000 was added for taxi services. \$28,000 was also added for a new van for the nutrition program.
- The number of home delivered meals increased 20% from 2017 to 2019. With that, \$25,000 was added to the 2020 budget in the ADRC.
- Environmental Health Manager time is increasingly being spent on mandated response to health hazards and associated time spent on investigations/collaboration with outside agencies (Legionella, rabies, raw sewage/housing issues, vermin infestation, mold education cases, animal carcass disposal and waste accumulation, hoarding, vapor intrusion (dry cleaning bi-product management), and animal control issues.) An additional Sanitarian position was created in 2020 for \$87,000, replacing a Health Educator at \$34,000.
- Human Services examined its management structure, as well as reorganizing to best take advantage of funding streams. This created 7 positions, eliminated 4 positions, and obviated the need for a contracted staff, generating a net increase in cost of \$266,000 but decrease in tax levy of \$112,000.
- To address increasing caseloads, the Veteran's Service office eliminated a part-time Administrative Support staff and created a full-time Benefit Specialist, for a net increase of \$39,000. The office also reclassified a Benefit Specialist to Office Manager for \$3,800.



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

Health and Human Services - Commitment to Health Care Center

Health and Human Services - Peer learning groups

Health and Human Services - Visiting nurses / home health care / isolated individuals

Health and Human Services - Comprehensive community services

Justice & Public Safety - Emergency response and preparedness

Outside Issues - Affordable/low income housing

Outside Issues - Transportation

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Additional Federal funding will be drawn down by the department	Reviewed quarterly, measured Annually.	1. I&A FFP will reflect an increase of 5% by the end of the year.	12/31/2020
85% of all department clients surveyed will report good to excellent with respect to ADRC services.	Review quarterly surveys and tally results	1. Surveys will be distributed to Social Worker clients at end of service; transportation clients on bus trips and volunteer escort clients via mail. Results will be reviewed and reported.	12/31/2020
The number of Congregate Diners will increase by 5%	Review quarterly data.	1. Restaurant dining models will be opened in Baraboo and Reedsburg that will attract new diners.	12/31/2020
Increase evidence based health promotion classes by one	Measured annually	1. Offer Boost Your Brain and Memory evidence based classes to 20 constituents in Sauk County	12/31/2020

Aging & Disability Resource Center

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 BUDGET		FTE's	Key Outcome Indicator(s)
Aging & Disability Specialist	<p>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.</p> <p>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. Quarterly circulation: 2000 printed and mailed, 100 sent electronically.</p>	ADRC Contract	User Fees / Misc	\$0	7.12	Number served and satisfaction surveys.
			Grants	\$661,112		
			TOTAL REVENUES	\$661,112		
			Wages & Benefits	\$663,877		
			Operating Expenses	\$59,565		
			TOTAL EXPENSES	\$723,442		
COUNTY LEVY	\$62,330					
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.	49 USC 53.10 Wis Stat 85.21 Family Care Contracts	User Fees / Misc	\$201,950	6.31	Number of people served and survey results
			Grants	\$249,141		
			TOTAL REVENUES	\$451,091		
			Wages & Benefits	\$297,895		
			Operating Expenses	\$230,245		
			TOTAL EXPENSES	\$528,140		
COUNTY LEVY	\$77,049					
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.	42 USC 3025 Wis Stat 46.82	User Fees / Misc	\$44,200	2.41	Satisfaction survey
			Grants	\$112,749		
			TOTAL REVENUES	\$156,949		
			Wages & Benefits	\$122,256		
			Operating Expenses	\$126,830		
			TOTAL EXPENSES	\$249,086		
COUNTY LEVY	\$92,137					
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.	42 USC 3025 Wis Stat 46.82	User Fees / Misc	\$136,500	2.55	Satisfaction survey
			Grants	\$114,348		
			TOTAL REVENUES	\$250,848		
			Wages & Benefits	\$138,590		
			Operating Expenses	\$290,978		
			TOTAL EXPENSES	\$429,568		
COUNTY LEVY	\$178,720					

Aging & Disability Resource Center

Home & Community Based Services	<p>Increasing focus on the occurrence of dementia among Sauk County's aging population. Offer dementia capable services, information, support & education. Referrals to the Regional Dementia Care Specialist.</p> <p>Helping Hand at Home: Information is disseminated to older adults and adults with disabilities about available chore services within Sauk County communities.</p> <p>Volunteer recruitment, training and retention for needed community services--especially volunteer escort drivers and home delivered meal drivers.</p> <p>Telephone Reassurance: Provides brief, regular telephone contact for persons who are homebound, live alone or are the family caregiver of an older adult.</p>	42 USC 3025 Wis Stat 46.82	User Fees / Misc	\$200	0.45	Goals of aging plan met
			Grants	\$41,929		
			TOTAL REVENUES	\$42,129		
			Wages & Benefits	\$31,877		
			Operating Expenses	\$13,390		
			TOTAL EXPENSES	\$45,267		
COUNTY LEVY	\$3,138					
Elder Benefits Specialist	<p>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.</p>	42 USC 3025 Wis Stat 46.81	User Fees / Misc	\$0	2.05	Survey results
			Grants	\$106,371		
			TOTAL REVENUES	\$106,371		
			Wages & Benefits	\$210,206		
			Operating Expenses	\$12,410		
			TOTAL EXPENSES	\$222,616		
COUNTY LEVY	\$116,245					
Disability Benefits Specialist	<p>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.</p>	ADRC Contract	Grants	\$201,592	2.10	Survey results
			TOTAL REVENUES	\$201,592		
			Wages & Benefits	\$219,081		
			Operating Expenses	\$13,565		
			TOTAL EXPENSES	\$232,646		
COUNTY LEVY	\$31,054					
National Family Caregiver Support Program	<p>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.</p>	42 USC 3025 Wis Stat 46.82	Grants	\$24,696	0.45	Survey results
			TOTAL REVENUES	\$24,696		
			Wages & Benefits	\$35,096		
			Operating Expenses	\$6,895		
			TOTAL EXPENSES	\$41,991		
COUNTY LEVY	\$17,295					
Prevention	<p>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 "Stepping On" (fall prevention) and "Powerful Tools for Caregivers"</p>	42 USC 3025 Wis Stat 46.82	User Fees / Misc	\$450	0.05	Number of recipients of program and survey results
			Grants	\$4,108		
			TOTAL REVENUES	\$4,558		
			Wages & Benefits	\$4,095		
			Operating Expenses	\$1,604		
			TOTAL EXPENSES	\$5,699		
COUNTY LEVY	\$1,141					
Outlay	<p>Nutrition van purchase. The van is used to deliver meals to congregate sites, and to deliver frozen meals</p>	70,000	Grants	\$0		Number of riders and survey results
			Transfer from General Fund	\$0		
			Use of Fund Balance	\$28,000		
			TOTAL REVENUES	\$28,000		
			Operating Expenses	\$28,000		
			TOTAL EXPENSES	\$28,000		
COUNTY LEVY	\$0					
Totals			TOTAL REVENUES	\$1,927,346	23.48	
			TOTAL EXPENSES	\$2,506,455		
			COUNTY LEVY	\$579,109		

Aging & Disability Resource Center

Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimate	2020 Budget
AddLIFE Today! Newsmagazine - Total Circulation (Mailed/Emailed) will reduce from every other month circulation to quarterly	7,668	7,892	7,900
Disability Benefit Specialist Program - Total Cases Served	641	700	700
Elderly Benefit Specialist Program - Total Individuals Served	1591	1600	1600
Information & Assistance Program - Total Contacts/unduplicated clients	6742/11,999	7500 / 13,000	8000/14,000
National Family Caregiver Support Program - Total Unduplicated Respite Scholarship Recipients / Support Group Participants	53	55	55
Nutrition Programs - Total Congregate Unduplicated Eligible Individuals	241	327	420
Nutrition Programs - Total Home Delivery Unduplicated Eligible Individuals	464	475	500
Nutrition Programs - Total Congregate Meals	17,463	15,000	17,000
Nutrition Programs - Total Home Delivery Meals	44,086	45,000	45,000
Nutrition Programs - Total Home Delivery Breakfast Meals	3,890	8,820	10,000
Prevention Program - Total Classes Held / Unduplicated Participants	8/46	6/40	7/50
Transportation Programs - Total Rides	26,890	27,500	28,000
Transportation Programs - Total Miles	214,067	251,558	280,000
Functional Screens completed	267	271	284
Volunteer hours	16,346	15,000	15,000

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

Description	What do the results mean?	2018 Actual	2019 Estimate	2020 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.	\$2,416,327	\$2,600,000	\$2,600,000
Older Americans Act Unit: Elder Benefit Specialist Program Monetary Impact to Sauk County		\$9,428,498	\$9,500,000	\$9,600,000
Value of Volunteer hours	Value of volunteer hours to Sauk County ADRC	\$410,612	\$381,150	\$382,500
Transportation survey results	Clients are happy with our services and find services help them remain in their own home longer.	98.0%	98.0%	98.0%
Elder benefits specialist survey results		99.5%	99.5%	99.5%
Disability benefits specialist survey results		99.5%	99.5%	96.5%
Information & Assistance specialist survey results		99%	99.0%	99.0%

Aging & Disability Resource Center

Oversight Committee: **Aging & Disability Resource Center**

**Aging & Disability Resource
Center Director**
1.00 FTE

Program Coordinator
1.00 FTE

Aging & Disability Specialist
5.77 FTE

Nutrition & Prevention Specialist
1.00 FTE

Transportation Coordinator
1.00 FTE

Aging Programs Coordinator
1.00 FTE

Aging Benefits Paraprofessional
2.00 FTE

Meals Coordinator
0.52 FTE

Van Driver / Admin Support
.89 FTE

Program Specialist
1.00 FTE

Disability Benefits Specialist
2.00 FTE

Lead Dining Center Coordinator
.66 FTE

Van Driver
4.13 FTE

**Lake Delton Dining Center
Coordinator**
0.40 FTE

Dining Center Coordinator
1.10 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	3.12	2.36	-0.21	2.49	-0.08
FTE Balance	18.91	21.27	21.06	23.55	23.47

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
AGING & DISABILITY RESOURCE CENTER											
<u>Revenues</u>											
Tax Levy	242,704	272,581	338,749	581,970	581,970	579,109	(2,861)	-0.49%	Vehicle (Nutrition)	28,000	0
Grants & Aids	1,372,196	1,568,372	1,630,033	1,457,271	1,421,604	1,516,046	58,775	4.03%			
User Fees	166,814	185,255	289,910	244,000	304,000	276,700	32,700	13.40%	2020 Total	28,000	0
Intergovernmental	7,297	5,018	4,956	2,500	0	4,500	2,000	80.00%			
Donations	75,304	71,133	83,225	81,866	88,076	101,900	20,034	24.47%			
Interest	11	35	24	0	30	0	0	0.00%	2021	75,000	0
Miscellaneous	214	173	5,840	200	50	200	0	0.00%	2022	75,000	0
Transfer from Other Funds	0	0	0	0	0	0	0	0.00%	2023	75,000	0
Use of Fund Balance	0	0	0	84,319	69,352	28,000	(56,319)	-66.79%	2024	35,000	0
Total Revenues	1,864,540	2,102,566	2,352,737	2,452,126	2,465,082	2,506,455	54,329	2.22%			
<u>Expenses</u>											
Labor	964,181	1,044,019	1,118,798	1,217,935	1,228,547	1,283,299	65,364	5.37%			
Labor Benefits	303,037	333,191	353,379	421,525	412,718	439,676	18,151	4.31%			
Supplies & Services	523,071	563,413	709,391	720,081	724,232	755,480	35,399	4.92%			
Capital Outlay	0	58,714	4,904	92,585	99,585	28,000	(64,585)	-69.76%			
Addition to Fund Balance	74,251	103,230	166,266	0	0	0	0	0.00%			
Total Expenses	1,864,540	2,102,566	2,352,737	2,452,126	2,465,082	2,506,455	54,329	2.22%			
Beginning of Year Fund Balance	343,041	417,292	520,522		686,788	617,436					
End of Year Fund Balance	417,292	520,522	686,788		617,436	589,436					

2020 Highlights & Issues on the Horizon

The ADRC will serve approximately 20% more home delivered meals in 2019 than in 2017. It is anticipated that this trend will continue and it is projected 10% more home delivered meals will be served in 2020 than in 2019. Costs for food and Oliver trays to deliver meals have increased the overall cost.

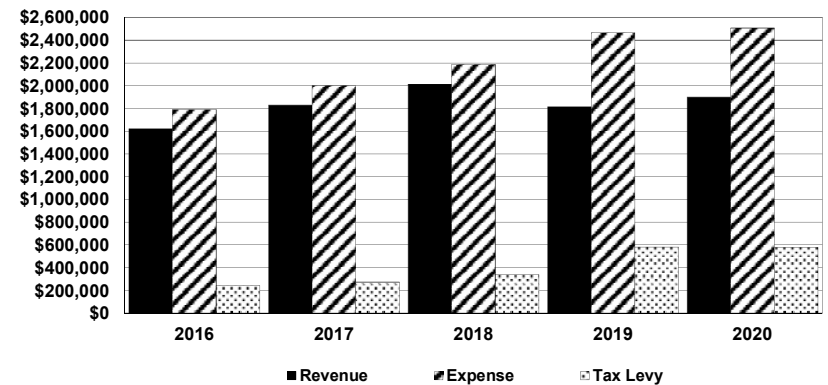
The ADRC continues to see increased need in the volunteer driver escort program. Since a person generally outlives their ability to drive by an average of 10 years and as Sauk County's population over age 60 increases, the need for additional transportation options has increased. The ADRC continues to expand services in transportation to include the increased need in medical transportation and taxi ticket requests.

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 in-home services versus costly nursing home stays, the meal program and other supportive services will become even more important. As needs increase, state funding remains flat while federal funding decreases.

The ADRC will replace its nutrition vehicle due to increased mileage.

For 2020 the ADRC has combined the Lake Delton meal site with the other congregate sites. This results in a net decrease of \$12,024 from 2019.

Revenue, Expense and Tax Levy



Fund: AGING & DISABILITY RESOURCE CE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: AGING & DISABILITY RESOURCE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
20054 AGING & DISABILITY RESRCE REV										
411100 GENERAL PROPERTY TAXES	-272,581	-272,581	-338,749	-338,749	100%	-290,985	-581,970	-581,970	-579,109	-2,861
422160 HO-CHUNK GAMING GRANT	0	0	0	-7,000	0%	0	0	0	0	0
424182 MIPPA	0	0	0	-6,201	0%	0	0	0	0	0
424502 AGING & DISABIL RESOURCE CENTE	-868,071	-721,346	-846,320	-681,158	80%	-215,522	-813,784	-823,784	-887,704	73,920
424504 ADRC REGIONAL FUNDS DBS	0	-180,758	0	-197,719	0%	-41,483	0	0	0	0
424505 ADRC GPR CAPITAL	0	0	-86,804	0	0%	0	0	0	0	0
424506 ADRC FFP CAPITAL	0	0	-51,869	0	0%	0	0	0	0	0
425590 IIIB REVENUE CONTROL	-59,377	-67,130	-59,377	-66,572	112%	-6,726	-58,819	-58,819	-55,870	-2,949
425630 IIID SUPP HOME CARE	-4,199	-4,169	-4,199	-5,169	123%	-700	-4,199	-4,199	-4,108	-91
425644 ELDERLY BNFT SPEC-MA REV	0	-6,779	0	-6,779	0%	0	0	0	0	0
425645 ADRC REGION ELDER BEN SPEC	0	-28,867	0	-56,884	0%	-43,121	0	0	0	0
425650 STATE BENEFIT SPECIALIST	-28,215	-39,795	-28,215	-34,994	124%	-7,053	-28,215	-28,215	-28,215	0
425651 STATE BENEFIT SPEC-FED MTCH	-28,215	-28,314	-28,215	-25,864	92%	-7,053	-28,215	0	-28,215	0
425655 STATE HLTH INS ASST PROGRAM	-5,259	-4,308	-5,259	-4,308	82%	0	-3,000	-3,000	-3,000	0
425700 IIIC-1 CONGREGATE NUTRITION	-97,598	-106,442	-97,598	-107,295	110%	-18,114	-97,598	-97,598	-96,749	-849
425750 NSIP CONG NUTRITION	0	-44	0	0	0%	0	-15,000	0	-16,000	1,000
425760 STATE PHARM ASST PROG	-6,779	0	-6,779	0	0%	0	-4,000	-4,000	-4,000	0
425762 STATE PHARM ASST-FED MTCH	-6,779	0	-6,779	0	0%	0	-4,000	-4,000	-4,000	0
425820 IIIC-2 HOME DELIVERED MEALS	-91,348	-98,888	-91,348	-103,623	113%	-11,118	-91,348	-91,348	-91,348	0
425850 NSIP HOME DEL MEALS	-36,075	-36,883	-36,812	-35,615	97%	-30,005	-16,000	-30,005	-16,000	0
425860 SCSP HOME DEL TRANSPORT	-7,587	0	-7,587	0	0%	0	-7,587	0	-7,000	-587
425880 III-E PROGRAM REVENUES	-25,705	-29,808	-25,705	-32,087	125%	-5,915	-25,705	-25,705	-24,696	-1,009
425901 AGING PROGRAM CAPITAL	0	0	-75,000	0	0%	0	0	0	0	0
425950 TRANSPORTATION GRANT	-148,000	-159,097	-153,500	-169,550	110%	-169,686	-170,000	-169,686	-180,141	10,141
425953 VETS TRANSPORTATION GRANT	-700	-742	0	0	0%	0	0	0	-7,000	7,000
425955 53.10 TRANSPORTATION GRANT	-78,000	-55,003	-59,000	-85,215	144%	-20,401	-75,000	-75,000	-62,000	-13,000
425958 STEPPING ON (W INST HEALTH AG)	0	0	0	-4,000	0%	-4,245	-4,801	-6,245	0	-4,801
455640 FAMILY CARE NUTRITION	-37,000	-52,207	-42,000	-75,937	181%	-33,301	-68,000	-70,000	-75,000	7,000
455641 FAMILY CARE TRANSPORTATION	-56,510	-86,885	-78,000	-141,729	182%	-68,098	-120,000	-160,000	-127,500	7,500
466155 AddLIFE TODAY PUBLICATION FEES	0	-1,025	0	-1,050	0%	0	0	0	0	0
466210 CAFE CONNECTIONS REVENUE	-200	-173	-200	-123	62%	-20	-200	-50	-200	0
466300 HOME DELIVERED REVENUE	0	0	0	-15	0%	0	0	0	0	0
466310 BUS FARES-SHOPPING/GROCERY	-1,000	-715	-1,000	-840	84%	-706	-1,000	-1,500	-1,500	500
466320 FUN DAY TRAVELS	-1,200	-2,235	-2,000	-2,923	146%	-1,041	-2,500	0	-2,700	200
466330 TAXI SUBSIDY FEES	-24,000	-25,991	-25,000	-29,870	119%	-13,745	-27,500	-27,500	-30,000	2,500
466340 THE BUS PROGRAM FARES	0	0	0	-78	0%	0	0	0	0	0
466350 VOLUNTEER DRIVER REVENUE	-24,000	-16,057	-16,000	-37,440	234%	-21,217	-25,000	-45,000	-40,000	15,000
466351 VOLUNTEER DRIVER REV VETERANS	0	-140	0	-29	0%	-49	0	0	0	0
472490 LOCAL GOVT/AGENCY PAYMENTS	0	0	0	-4,956	0%	0	0	0	0	0
474700 HUMAN SERVICE-COP HOME DELIVER	-6,700	-5,018	-4,500	0	0%	0	-2,500	0	-4,500	2,000
481100 INTEREST ON INVESTMENTS	0	-35	0	-24	0%	-20	0	-30	0	0

Fund: AGING & DISABILITY RESOURCE CE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: AGING & DISABILITY RESOURCE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
20054 AGING & DISABILITY RESRCE REV										
485090 DONATIONS - TAX PREP	0	-205	-200	-175	88%	-276	-200	-276	-200	0
485120 DONATIONS ADDLIFE TODAY!	0	-114	0	-1,569	0%	-170	0	-200	0	0
485140 DONATIONS ELDER BENEFIT SPEC	0	0	0	-50	0%	-150	0	-200	0	0
485150 DONATIONS TRANSPORTATION	0	-51	0	-236	0%	-300	0	-500	-250	250
485200 DONATIONS CONGREGATE PROGRAM	-22,000	-18,601	-21,000	-25,759	123%	-11,555	-28,500	-28,500	-44,000	15,500
485210 DONATIONS - AGING PROGRAMS	0	-720	-250	-1,711	684%	-10	-250	-50	-300	50
485300 DONATIONS HOME DELIVERED PROG	-48,000	-51,129	-42,000	-52,605	125%	-24,626	-52,716	-58,000	-57,000	4,284
485400 DONATIONS - PREVENTION	0	-90	-200	-1,070	535%	-220	-200	-300	-150	-50
485500 DONATIONS - ADRC	0	-25	0	-50	0%	-20	0	-50	0	0
485600 DONATIONS - CAREGIVER	0	-200	0	0	0%	0	0	0	0	0
486300 INSURANCE RECOVERIES	0	0	0	-5,717	0%	0	0	0	0	0
492100 TRANSFER FROM GENERAL FUND	0	0	-186,215	0	0%	0	0	0	0	0
493520 USE OF VAN TRUST	-7,000	0	0	0	0%	0	0	0	0	0
493590 CONT APPROP - ADRC	0	0	-50,112	0	0%	0	-70,000	0	-28,000	-42,000
TOTAL AGING & DISABILITY RESRCE REV	-1,992,098	-2,102,566	-2,477,792	-2,352,737	95%	-1,047,649	-2,427,807	-2,395,730	-2,506,455	78,648
20054459 AGING DISABILITY RESOURCE CNTR										
511100 SALARIES PERMANENT REGULAR	386,535	387,270	400,847	390,211	97%	200,717	418,488	418,488	437,024	18,536
511900 LONGEVITY-FULL TIME	732	732	880	862	98%	0	984	984	1,092	108
512100 WAGES-PART TIME	46,616	38,881	49,163	58,429	119%	27,554	51,780	51,780	53,730	1,950
512900 LONGEVITY-PART TIME	0	0	0	0	0%	0	0	0	60	60
514100 FICA & MEDICARE TAX	33,307	31,503	34,608	32,615	94%	16,332	36,166	36,166	37,746	1,580
514200 RETIREMENT-COUNTY SHARE	29,504	28,817	30,210	28,320	94%	14,760	30,867	30,867	33,203	2,336
514400 HEALTH INSURANCE COUNTY SHARE	72,296	71,039	80,173	73,923	92%	53,857	84,179	84,179	93,423	9,244
514500 LIFE INSURANCE COUNTY SHARE	105	133	140	189	135%	90	164	164	155	-9
514600 WORKERS COMPENSATION	5,381	4,110	5,141	4,945	96%	2,572	5,703	5,703	5,944	241
515800 PER DIEM COMMITTEE	1,500	700	1,500	750	50%	200	1,500	1,000	1,500	0
521800 PURCHASED SERVICES	1,000	3,232	1,000	1,089	109%	1,159	1,615	1,615	1,500	-115
522500 TELEPHONE	1,500	2,029	1,650	2,050	124%	1,130	2,200	2,200	2,800	600
531100 POSTAGE AND BOX RENT	15,000	4,266	14,000	933	7%	857	5,000	2,000	1,500	-3,500
531200 OFFICE SUPPLIES AND EXPENSE	2,000	2,785	3,000	1,723	57%	1,292	3,000	3,000	2,500	-500
531400 SMALL EQUIPMENT	0	1,571	0	0	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	9,060	19,216	8,281	13,079	158%	3,698	10,415	10,415	8,943	-1,472
532200 SUBSCRIPTIONS	0	144	0	177	0%	0	0	0	0	0
532400 MEMBERSHIP DUES	1,000	75	1,000	117	12%	75	250	250	250	0
532800 TRAINING AND INSERVICE	2,000	1,560	2,000	2,982	149%	575	3,500	3,000	3,500	0
532900 OTHER PUBLICATIONS	5,466	4,999	5,400	5,153	95%	937	6,000	2,000	1,500	-4,500
533200 MILEAGE	15,000	12,943	15,000	13,092	87%	8,032	15,000	13,000	14,000	-1,000
533500 MEALS AND LODGING	1,000	209	500	456	91%	179	500	500	500	0
534000 OPERATING/MEETING SUPPLIES	500	187	250	-80	-32%	104	500	300	500	0

Fund: AGING & DISABILITY RESOURCE CE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: AGING & DISABILITY RESOURCE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
20054459 AGING DISABILITY RESOURCE CNTR										
534900 PROJECT SUPPLIES	500	0	250	0	0%	0	0	0	0	0
537900 LICENSE/CERTIFICATION RENEWALS	0	0	0	0	0%	604	0	604	0	0
551900 INSURANCE-GENERAL LIABILITY	1,800	2,020	1,800	2,053	114%	1,606	2,100	2,100	2,100	0
559400 INDIRECT COSTS	0	0	0	25,099	0%	0	19,970	19,970	19,970	0
581900 CAPITAL OUTLAY	0	13,724	229,500	0	0%	0	0	0	0	0
TOTAL AGING DISABILITY RESOURCE CNTR	631,802	632,144	886,293	658,167	74%	336,329	699,881	690,285	723,440	23,559
20054460 IIB BENEFIT SPECIALIST										
531100 POSTAGE AND BOX RENT	0	65	0	0	0%	0	0	0	0	0
TOTAL IIB BENEFIT SPECIALIST	0	65	0	0	0%	0	0	0	0	0
20054462 TRANSPORTATION										
511100 SALARIES PERMANENT REGULAR	79,841	107,014	91,538	54,831	60%	28,054	89,213	75,000	93,709	4,496
511200 SALARIES-PERMANENT-OVERTIME	0	0	0	0	0%	143	0	143	0	0
511900 LONGEVITY-FULL TIME	720	610	728	34	5%	0	19	19	24	5
512100 WAGES-PART TIME	64,463	53,306	65,595	94,827	145%	46,584	131,396	131,396	141,999	10,603
512200 WAGES-PART TIME-OVERTIME	0	17	0	389	0%	484	0	750	0	0
514100 FICA & MEDICARE TAX	11,125	11,795	12,107	11,363	94%	5,767	16,909	16,909	18,064	1,155
514200 RETIREMENT-COUNTY SHARE	8,871	8,194	9,591	5,918	62%	3,602	10,515	9,000	11,759	1,244
514400 HEALTH INSURANCE COUNTY SHARE	24,924	20,757	27,773	10,724	39%	3,414	29,673	17,000	29,070	-603
514500 LIFE INSURANCE COUNTY SHARE	92	113	124	42	34%	38	86	86	82	-4
514600 WORKERS COMPENSATION	1,799	875	1,800	1,375	76%	649	2,638	2,638	2,786	148
514800 UNEMPLOYMENT	0	0	0	2,847	0%	1,420	0	2,000	0	0
515800 PER DIEM COMMITTEE	400	200	400	350	88%	250	400	500	400	0
521800 PURCHASED SERVICES	700	1,395	700	954	136%	706	600	1,200	1,000	400
522500 TELEPHONE	1,000	917	1,000	912	91%	1,103	1,000	2,200	2,000	1,000
531100 POSTAGE AND BOX RENT	1,000	2,882	3,500	2,618	75%	1,715	1,500	2,500	1,500	0
531200 OFFICE SUPPLIES AND EXPENSE	700	1,478	2,000	2,240	112%	525	2,000	1,500	1,500	-500
531400 SMALL EQUIPMENT	0	116	0	0	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	4,397	3,668	4,217	7,056	167%	1,133	4,158	4,158	9,070	4,912
532100 PUBLICATION OF LEGAL NOTICES	50	12	50	39	78%	0	25	25	25	0
532200 SUBSCRIPTIONS	0	57	0	91	0%	0	0	0	0	0
532400 MEMBERSHIP DUES	50	0	50	42	83%	0	50	50	50	0
532800 TRAINING AND INSERVICE	500	175	500	1,014	203%	0	500	200	1,500	1,000
532900 OTHER PUBLICATIONS	1,700	1,367	1,500	3,677	245%	759	3,500	1,500	800	-2,700
533200 MILEAGE	500	688	500	473	95%	596	1,000	1,200	1,600	600
533500 MEALS AND LODGING	200	277	200	837	419%	483	1,000	1,000	1,200	200
533901 TRANSPORTATION - TAXI	45,000	49,275	50,000	55,385	111%	53,125	55,000	65,000	60,000	5,000
533902 VOLUNTEER DRIVERS	50,000	58,300	55,000	106,468	194%	61,182	80,000	115,000	120,000	40,000
533903 TRANSPORTATION - VETERANS	6,000	3,394	5,000	5,664	113%	0	6,000	2,000	5,000	-1,000

Fund: AGING & DISABILITY RESOURCE CE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: AGING & DISABILITY RESOURCE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
20054462 TRANSPORTATION										
533904 VOLUNTEER DRIVER MEALS	0	0	200	0	0%	0	0	0	0	0
534000 OPERATING/MEETING SUPPLIES	200	160	200	954	477%	451	750	750	1,500	750
534900 PROJECT SUPPLIES	1,000	0	0	0	0%	0	0	0	0	0
535100 VEHICLE FUEL	8,000	4,251	6,000	9,048	151%	4,566	6,000	9,000	10,000	4,000
535200 VEHICLE MAINTENANCE AND REPAIR	17,500	15,272	17,500	14,433	82%	8,631	17,500	17,500	8,000	-9,500
551200 INSURANCE-VEHICLE LIABILITY	6,000	2,190	6,000	3,822	64%	4,405	3,000	3,000	4,000	1,000
551900 INSURANCE-GENERAL LIABILITY	1,500	1,102	1,500	1,148	77%	1,424	1,500	1,500	1,300	-200
552400 INSURANCE-VOLUNTEERS	50	161	200	168	84%	105	200	200	200	0
581900 CAPITAL OUTLAY	35,000	39,965	0	800	0%	99,585	70,000	99,585	0	-70,000
TOTAL TRANSPORTATION	373,282	389,980	365,473	400,543	110%	330,899	536,132	584,509	528,138	-7,994
20054464 CONGREGATE NUTRITION MEALS										
511100 SALARIES PERMANENT REGULAR	43,434	39,260	43,644	45,686	105%	23,995	47,689	47,258	48,570	881
511200 SALARIES-PERMANENT-OVERTIME	0	0	0	0	0%	312	0	0	0	0
511900 LONGEVITY-FULL TIME	0	0	14	39	277%	0	46	46	70	24
512100 WAGES-PART TIME	30,628	37,465	19,939	33,033	166%	14,600	33,662	34,000	42,059	8,397
514100 FICA & MEDICARE TAX	5,666	5,756	4,865	5,800	119%	2,862	6,227	6,000	6,938	711
514200 RETIREMENT-COUNTY SHARE	2,954	2,667	2,925	3,489	119%	1,833	3,570	4,500	3,806	236
514400 HEALTH INSURANCE COUNTY SHARE	3,251	5,167	5,873	13,325	227%	7,674	19,027	19,027	20,116	1,089
514500 LIFE INSURANCE COUNTY SHARE	12	11	13	20	157%	8	19	19	15	-4
514600 WORKERS COMPENSATION	827	469	637	482	76%	230	857	500	682	-175
514800 UNEMPLOYMENT	0	178	0	0	0%	0	0	0	0	0
515800 PER DIEM COMMITTEE	0	0	0	50	0%	0	0	0	0	0
520900 CONTRACTED SERVICES	70,200	62,240	75,250	83,228	111%	38,432	93,383	81,994	82,225	-11,158
521800 PURCHASED SERVICES	1,000	1,243	500	2,980	596%	2,180	1,250	3,000	1,200	-50
522500 TELEPHONE	1,500	804	1,000	519	52%	207	750	500	700	-50
531100 POSTAGE AND BOX RENT	1,000	444	1,000	0	0%	0	1,000	750	750	-250
531200 OFFICE SUPPLIES AND EXPENSE	750	1,429	2,000	1,423	71%	279	2,500	1,000	1,500	-1,000
531400 SMALL EQUIPMENT	500	1,153	0	5,018	0%	5,028	1,500	5,500	5,100	3,600
531800 MIS DEPARTMENT CHARGEBACKS	2,849	2,365	2,469	1,708	69%	770	2,732	2,732	3,945	1,213
532200 SUBSCRIPTIONS	0	38	0	41	0%	0	0	0	0	0
532400 MEMBERSHIP DUES	150	150	150	192	128%	38	200	100	210	10
532800 TRAINING AND INSERVICE	750	581	750	447	60%	159	1,000	750	1,000	0
532900 OTHER PUBLICATIONS	1,300	798	800	1,634	204%	337	1,500	1,000	800	-700
533200 MILEAGE	3,000	5,833	1,843	10,045	545%	8,632	6,089	15,000	9,000	2,911
533500 MEALS AND LODGING	750	266	750	58	8%	0	500	100	1,500	1,000
534000 OPERATING/MEETING SUPPLIES	0	5,305	6,000	4,485	75%	3,401	7,550	7,574	4,000	-3,550
534300 FOOD	6,000	4,689	4,700	7,922	169%	3,281	11,200	6,000	5,000	-6,200
534900 PROJECT SUPPLIES	0	0	0	0	0%	0	500	0	0	-500
535100 VEHICLE FUEL / OIL	1,500	767	1,000	620	62%	355	1,000	1,000	1,000	0

Fund: AGING & DISABILITY RESOURCE CE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: AGING & DISABILITY RESOURCE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
20054464 CONGREGATE NUTRITION MEALS										
535200 VEHICLE MAINTENANCE AND REPAIR	1,000	367	1,000	2,211	221%	331	1,000	1,000	2,500	1,500
539800 EQUIPMENT LEASE	3,600	1,810	2,000	1,655	83%	672	2,000	2,000	2,100	100
551900 INSURANCE-GENERAL LIABILITY	200	710	200	560	280%	544	700	700	1,300	600
553200 RENTS & UTILITIES	8,000	3,165	4,000	4,665	117%	916	2,500	2,500	3,000	500
TOTAL CONGREGATE NUTRITION MEALS	190,821	185,130	183,322	231,335	126%	117,076	249,951	244,550	249,086	-865
20054465 HOME DELIVERED MEALS										
511100 SALARIES PERMANENT REGULAR	59,926	54,343	56,964	56,602	99%	31,292	61,990	61,990	63,347	1,357
511900 LONGEVITY-FULL TIME	40	40	58	64	111%	0	52	52	78	26
512100 WAGES-PART TIME	22,568	12,086	29,909	47,883	160%	26,143	30,255	56,000	37,116	6,861
514100 FICA & MEDICARE TAX	6,314	4,955	6,650	7,827	118%	4,326	7,061	9,000	7,691	630
514200 RETIREMENT-COUNTY SHARE	4,078	3,695	3,820	4,468	117%	2,455	4,729	6,000	5,066	337
514400 HEALTH INSURANCE COUNTY SHARE	8,343	10,772	10,642	16,955	159%	8,643	26,293	26,293	24,643	-1,650
514500 LIFE INSURANCE COUNTY SHARE	18	21	21	28	133%	10	30	30	18	-12
514600 WORKERS COMPENSATION	886	229	858	680	79%	373	925	925	630	-295
520900 CONTRACTED SERVICES	131,000	120,960	120,000	127,087	106%	62,491	139,597	139,597	152,743	13,146
521800 PURCHASED SERVICES	3,200	692	500	772	154%	2,266	700	3,000	1,200	500
522500 TELEPHONE	1,300	963	1,000	1,936	194%	870	1,000	1,800	2,000	1,000
531100 POSTAGE AND BOX RENT	2,000	2,647	2,700	3,317	123%	1,947	2,900	2,700	2,900	0
531200 OFFICE SUPPLIES AND EXPENSE	500	1,484	2,200	2,108	96%	346	2,200	1,000	2,200	0
531400 SMALL EQUIPMENT	1,500	7,330	0	185	0%	0	0	0	500	500
531800 MIS DEPARTMENT CHARGEBACKS	2,849	2,365	2,873	2,387	83%	830	2,876	2,876	3,595	719
532200 SUBSCRIPTIONS	0	38	0	81	0%	0	0	0	0	0
532400 MEMBERSHIP DUES	150	150	100	192	192%	38	150	150	210	60
532800 TRAINING AND INSERVICE	750	552	750	741	99%	186	750	750	1,000	250
532900 OTHER PUBLICATIONS	500	798	775	3,268	422%	675	3,200	1,300	2,000	-1,200
533200 MILEAGE	1,500	1,004	1,700	826	49%	1,100	7,750	2,250	1,750	-6,000
533500 MEALS AND LODGING	750	259	500	112	22%	0	500	0	1,500	1,000
533902 VOLUNTEER DRIVERS	40,000	50,676	47,500	43,591	92%	17,046	45,000	40,000	45,000	0
534000 OPERATING/MEETING SUPPLIES	18,000	20,467	18,000	29,752	165%	9,282	18,500	18,600	30,500	12,000
534300 FOOD	7,000	10,872	9,000	12,296	137%	9,278	30,160	20,000	30,500	340
534900 PROJECT SUPPLIES	1,200	0	0	0	0%	0	0	0	0	0
535100 VEHICLE FUEL / OIL	1,000	2,671	1,500	4,363	291%	1,525	3,000	3,000	4,500	1,500
535200 VEHICLE MAINTENANCE AND REPAIR	1,500	4,211	1,000	6,402	640%	1,952	1,000	3,000	2,500	1,500
539800 EQUIPMENT LEASE	3,600	1,810	2,000	1,655	83%	672	2,000	2,000	2,100	100
551900 INSURANCE-GENERAL LIABILITY	100	710	100	780	780%	575	750	750	480	-270
553200 RENTS & UTILITIES	0	1,055	4,000	1,555	39%	305	3,500	3,500	3,800	300
TOTAL HOME DELIVERED MEALS	320,572	317,852	325,120	377,913	116%	184,625	396,868	406,563	429,567	32,699

Fund: AGING & DISABILITY RESOURCE CE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: AGING & DISABILITY RESOURCE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
20054466 HOME & COMMUNITY BASED SRVCS										
511100 SALARIES PERMANENT REGULAR	16,554	15,542	19,535	25,662	131%	12,058	24,708	24,708	25,571	863
511900 LONGEVITY-FULL TIME	40	40	58	35	60%	0	14	14	18	4
514100 FICA & MEDICARE TAX	1,269	1,121	1,499	1,883	126%	880	1,891	1,891	1,958	67
514200 RETIREMENT-COUNTY SHARE	1,128	1,044	1,313	1,240	94%	782	1,619	1,619	1,727	108
514400 HEALTH INSURANCE COUNTY SHARE	3,880	4,765	5,873	3,860	66%	1,267	6,489	6,489	2,479	-4,010
514500 LIFE INSURANCE COUNTY SHARE	8	9	14	5	38%	6	19	19	10	-9
514600 WORKERS COMPENSATION	160	33	179	76	42%	44	235	235	115	-120
520900 CONTRACTED SERVICES	0	0	0	0	0%	0	5,000	0	0	-5,000
521800 PURCHASED SERVICES	2,500	4,384	3,000	5,093	170%	5,243	2,000	6,000	6,500	4,500
531100 POSTAGE AND BOX RENT	1,000	1,638	2,000	1,167	58%	587	2,000	1,200	1,500	-500
531200 OFFICE SUPPLIES AND EXPENSE	300	559	750	143	19%	15	750	500	500	-250
531400 SMALL EQUIPMENT	0	13	0	0	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	395	328	414	345	83%	163	498	498	570	72
532200 SUBSCRIPTIONS	0	6	0	10	0%	0	0	0	0	0
532400 MEMBERSHIP DUES	0	0	0	42	0%	0	0	0	0	0
532800 TRAINING AND INSERVICE	500	650	500	872	174%	435	750	500	1,000	250
532900 OTHER PUBLICATIONS	0	684	700	409	58%	84	300	200	300	0
533200 MILEAGE	1,000	1,814	1,500	2,033	136%	907	2,500	2,000	2,000	-500
533500 MEALS AND LODGING	200	0	200	0	0%	0	200	50	200	0
534000 OPERATING/MEETING SUPPLIES	700	246	200	538	269%	0	500	500	500	0
534900 PROJECT SUPPLIES	200	300	200	0	0%	0	300	100	200	-100
551900 INSURANCE-GENERAL LIABILITY	120	99	120	113	94%	102	120	120	120	0
TOTAL HOME & COMMUNITY BASED SRVCS	29,954	33,274	38,055	43,525	114%	22,573	49,893	46,643	45,268	-4,625
20054469 STATE BENEFIT SPECIALIST										
511100 SALARIES PERMANENT REGULAR	136,779	135,139	137,703	137,676	100%	70,336	144,820	144,820	149,911	5,091
511900 LONGEVITY-FULL TIME	525	525	568	568	100%	0	609	609	650	41
514100 FICA & MEDICARE TAX	10,504	10,006	10,578	10,064	95%	5,113	11,125	11,125	11,518	393
514200 RETIREMENT-COUNTY SHARE	9,337	9,209	9,264	9,247	100%	4,607	9,525	9,525	10,163	638
514400 HEALTH INSURANCE COUNTY SHARE	31,857	31,936	32,105	32,249	100%	18,252	33,710	33,710	36,070	2,360
514500 LIFE INSURANCE COUNTY SHARE	34	40	40	41	103%	21	42	42	43	1
514600 WORKERS COMPENSATION	1,703	1,326	1,576	1,580	100%	851	1,760	1,760	1,852	92
521800 PURCHASED SERVICES	125	374	250	277	111%	381	300	500	550	250
522500 TELEPHONE	500	428	400	338	84%	194	400	400	400	0
531100 POSTAGE AND BOX RENT	500	971	1,500	652	43%	192	1,000	400	500	-500
531200 OFFICE SUPPLIES AND EXPENSE	600	923	1,000	903	90%	258	1,000	1,000	1,000	0
531400 SMALL EQUIPMENT	0	64	0	0	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	2,429	2,019	2,548	640	25%	864	2,133	2,133	2,449	316
532200 SUBSCRIPTIONS	0	31	0	51	0%	0	0	0	0	0
532400 MEMBERSHIP DUES	200	70	150	70	47%	70	100	70	100	0

Fund: AGING & DISABILITY RESOURCE CE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: AGING & DISABILITY RESOURCE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
20054469 STATE BENEFIT SPECIALIST										
532800 TRAINING AND INSERVICE	500	520	750	534	71%	510	750	750	750	0
532900 OTHER PUBLICATIONS	750	911	900	2,043	227%	422	2,300	900	500	-1,800
533200 MILEAGE	2,500	2,324	2,500	2,106	84%	1,415	1,750	2,800	2,000	250
533500 MEALS AND LODGING	500	55	200	47	23%	27	100	100	50	-50
534000 OPERATING/MEETING SUPPLIES	100	14	0	44	0%	0	0	0	0	0
551900 INSURANCE-GENERAL LIABILITY	950	606	950	580	61%	463	650	650	600	-50
559400 INDIRECT COSTS	0	0	0	7,570	0%	0	3,511	3,511	3,511	0
TOTAL STATE BENEFIT SPECIALIST	200,393	197,491	202,982	207,278	102%	103,975	215,585	214,805	222,617	7,032
20054471 DISABILITY BENEFITS										
511100 SALARIES PERMANENT REGULAR	137,829	137,997	142,851	138,700	97%	65,506	150,194	150,194	157,483	7,289
511900 LONGEVITY-FULL TIME	377	373	423	417	98%	0	461	461	461	0
514100 FICA & MEDICARE TAX	10,573	10,027	10,961	9,933	91%	4,634	11,525	11,525	12,082	557
514200 RETIREMENT-COUNTY SHARE	9,398	9,392	9,599	9,309	97%	4,291	9,868	9,868	10,662	794
514400 HEALTH INSURANCE COUNTY SHARE	30,645	30,793	32,413	35,156	108%	18,420	34,034	34,034	36,417	2,383
514500 LIFE INSURANCE COUNTY SHARE	27	30	31	33	106%	17	33	33	35	2
514600 WORKERS COMPENSATION	1,714	1,385	1,633	1,590	97%	793	1,823	1,823	1,943	120
521800 PURCHASED SERVICES	125	41	125	322	257%	419	650	650	350	-300
522500 TELEPHONE	350	304	350	255	73%	154	250	300	400	150
531100 POSTAGE AND BOX RENT	500	467	750	288	38%	186	400	400	350	-50
531200 OFFICE SUPPLIES AND EXPENSE	600	88	1,000	551	55%	84	600	600	600	0
531800 MIS DEPARTMENT CHARGEBACKS	2,375	1,971	2,602	683	26%	870	2,200	2,200	2,544	344
532200 SUBSCRIPTIONS	0	0	0	56	0%	0	0	0	0	0
532400 MEMBERSHIP DUES	100	70	100	70	70%	70	100	100	100	0
532800 TRAINING AND INSERVICE	500	150	500	403	81%	135	500	400	500	0
532900 OTHER PUBLICATIONS	750	0	0	2,247	0%	464	2,000	1,000	500	-1,500
533200 MILEAGE	1,500	1,795	2,000	1,481	74%	552	1,000	1,000	1,500	500
533500 MEALS AND LODGING	200	6	200	35	17%	25	200	100	50	-150
534000 OPERATING/MEETING SUPPLIES	0	0	0	48	0%	0	0	0	0	0
551900 INSURANCE-GENERAL LIABILITY	1,000	592	1,000	594	59%	474	600	600	600	0
559400 INDIRECT COSTS	0	0	0	7,173	0%	0	6,071	6,071	6,071	0
TOTAL DISABILITY BENEFITS	198,563	195,479	206,538	209,340	101%	97,091	222,509	221,359	232,648	10,139
20054476 FAMILY CAREGIVER SUPPORT PROGR										
511100 SALARIES PERMANENT REGULAR	19,976	18,602	20,798	23,589	113%	11,791	25,051	25,051	25,601	550
511900 LONGEVITY-FULL TIME	20	20	25	16	63%	0	22	22	29	7
514100 FICA & MEDICARE TAX	1,530	1,360	1,593	1,724	108%	859	1,918	1,918	1,961	43
514200 RETIREMENT-COUNTY SHARE	1,360	1,265	1,395	1,580	113%	772	1,642	1,642	1,730	88
514400 HEALTH INSURANCE COUNTY SHARE	3,543	6,133	6,667	5,794	87%	2,964	7,001	7,001	5,705	-1,296
514500 LIFE INSURANCE COUNTY SHARE	6	6	8	6	78%	3	9	9	6	-3

Fund: AGING & DISABILITY RESOURCE CE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: AGING & DISABILITY RESOURCE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
20054476 FAMILY CAREGIVER SUPPORT PROGR										
514600 WORKERS COMPENSATION	110	35	105	112	107%	25	111	111	65	-46
521800 PURCHASED SERVICES	125	175	125	95	76%	270	175	300	250	75
531100 POSTAGE AND BOX RENT	1,500	864	1,000	376	38%	249	500	500	500	0
531200 OFFICE SUPPLIES AND EXPENSE	200	65	200	87	44%	15	200	100	200	0
531400 SMALL EQUIPMENT	0	13	0	0	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	507	422	468	389	83%	178	481	481	570	89
532400 MEMBERSHIP DUES	0	0	0	42	0%	0	0	0	0	0
532800 TRAINING AND INSERVICE	500	30	500	32	6%	0	250	250	250	0
532900 OTHER PUBLICATIONS	466	911	900	409	45%	84	400	200	200	-200
533200 MILEAGE	1,500	0	0	133	0%	0	500	100	250	-250
533500 MEALS AND LODGING	500	0	200	0	0%	0	200	0	50	-150
534000 OPERATING/MEETING SUPPLIES	0	524	1,000	373	37%	74	1,000	1,000	500	-500
537120 RESPITE CARE	5,000	5,735	6,000	6,171	103%	3,865	6,500	9,500	4,000	-2,500
551900 INSURANCE-GENERAL LIABILITY	100	127	100	127	127%	102	125	125	125	0
TOTAL FAMILY CAREGIVER SUPPORT PROGR	36,943	36,288	41,084	41,057	100%	21,250	46,085	48,310	41,992	-4,093
20054479 PREVENTION & NUTRITION										
511100 SALARIES PERMANENT REGULAR	3,925	3,858	4,092	5,335	130%	1,286	2,759	2,759	2,793	34
511900 LONGEVITY-FULL TIME	0	0	0	0	0%	0	3	3	4	1
514100 FICA & MEDICARE TAX	300	285	313	385	123%	93	211	211	214	3
514200 RETIREMENT-COUNTY SHARE	267	262	274	357	130%	84	181	181	189	8
514400 HEALTH INSURANCE COUNTY SHARE	583	1,470	1,590	1,563	98%	466	835	835	893	58
514600 WORKERS COMPENSATION	3	2	2	22	1089%	1	1	1	2	1
521800 PURCHASED SERVICES	125	0	0	10	0%	20	0	100	50	50
531100 POSTAGE AND BOX RENT	500	144	200	138	69%	48	200	100	150	-50
531200 OFFICE SUPPLIES AND EXPENSE	2,000	20	500	156	31%	366	250	500	200	-50
531800 MIS DEPARTMENT CHARGEBACKS	115	96	104	86	83%	47	113	113	154	41
532800 TRAINING AND INSERVICE	400	0	400	0	0%	0	400	200	200	-200
533200 MILEAGE	1,000	0	200	65	33%	0	200	100	100	-100
533500 MEALS AND LODGING	400	0	400	196	49%	0	400	100	200	-200
534000 OPERATING/MEETING SUPPLIES	0	444	200	377	188%	208	500	500	500	0
551900 INSURANCE-GENERAL LIABILITY	150	28	150	28	19%	25	50	50	50	0
TOTAL PREVENTION & NUTRITION	9,768	6,609	8,425	8,718	103%	2,643	6,103	5,753	5,699	-404
20054488 AGING PROGRAMS CAPITAL										
581900 CAPITAL OUTLAY	0	5,025	220,500	4,104	2%	0	0	0	28,000	28,000
TOTAL AGING PROGRAMS CAPITAL	0	5,025	220,500	4,104	2%	0	0	0	28,000	28,000

Fund: AGING & DISABILITY RESOURCE CE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: AGING & DISABILITY RESOURCE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
20054489 STEPPING ON GRANT										
512100 WAGES-PART TIME	0	0	0	2,762	0%	399	1,820	500	0	-1,820
514100 FICA & MEDICARE TAX	0	0	0	203	0%	31	139	90	0	-139
514200 RETIREMENT-COUNTY SHARE	0	0	0	0	0%	1	119	5	0	-119
514600 WORKERS COMPENSATION	0	0	0	30	0%	5	22	10	0	-22
532800 TRAINING AND INSERVICE	0	0	0	325	0%	650	1,300	1,300	0	-1,300
533200 MILEAGE	0	0	0	589	0%	87	300	300	0	-300
533500 MEALS AND LODGING	0	0	0	268	0%	0	800	100	0	-800
534000 OPERATING/MEETING SUPPLIES	0	0	0	315	0%	5	300	0	0	-300
TOTAL STEPPING ON GRANT	0	0	0	4,492	0%	1,177	4,800	2,305	0	-4,800
TOTAL DEPARTMENT REVENUE	-1,992,098	-2,102,566	-2,477,792	-2,352,737	95%	-1,047,649	-2,427,807	-2,395,730	-2,506,455	78,648
TOTAL DEPARTMENT EXPENSE	1,992,098	1,999,337	2,477,792	2,186,472	88%	1,217,638	2,427,807	2,465,082	2,506,455	78,648
-ADDITION TO / USE OF FUND BALANCE	0	-103,230	0	-166,266		169,988	0	69,352	0	

Child Support

Department Vision - Where the department would ideally like to be
Provide services to lessen the number of children living in poverty and increase the number of children receiving 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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board
General Government - Cooperation
Outside Issues - Communication - into and with the community
Outside Issues - Homelessness

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.	Exceeded 90% and maximized incentive money	90% Paternity establishment rate	Ongoing
	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	2020 Budget		FTE's	Key Outcome Indicator(s)
Child Support	The Agency receives referrals from the Department of Human Services when children are receiving public assistance benefits and/or when children are in substitute care (foster care or kinship care). The Agency also accepts applications for services from parents or guardians. Responsibilities of the Agency include: establishing paternity on cases where no father is named on the child's birth certificate; establishing and enforcing court orders, including child support orders, health insurance provisions, and collections of birth related expenses; and modifying existing court orders to comply with the percentage guidelines contained in DCF 150.	7 USC 2011-2029 42 USC 601-619, 651-670 Wis Stat §49.22	Grants	\$835,340	11.00	Paternity establishment Court order establishment Collection of current support Collection of arrears
User Fees			\$15,200			
Use of Fund Balance			\$17,288			
TOTAL REVENUES			\$867,828			
Wages & Benefits			\$815,172			
Operating Expenses			\$239,232			
TOTAL EXPENSES			\$1,054,404			
COUNTY LEVY			\$186,576			
Totals			TOTAL REVENUES	\$867,828	11.00	
			TOTAL EXPENSES	\$1,054,404		
			COUNTY LEVY	\$186,576		

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Number of active IV-D cases	3,479	3,477	3,490
Number of active non- IV-D cases	800	799	805
Total Collections for IV-D Cases for Sauk County	\$10,595,021	N/A	N/A

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Paternity Establishment Rate (compared to prior year)	The agency exceeded the benchmarks set by the State (90%)	113.67%	102.04%	107.85%
Court Order Establishment Rate	The agency exceeded the benchmarks set by the State (80%)	92.04%	92.57%	92.30%
Collection of Current Support	The agency exceeded the benchmarks set by the State (80%)	81.95%	81.47%	81.50%
Collection of Arrears (past due payments)	The agency exceeded the benchmarks set by the State (80%)	82.93%	80.00%	80.00%

Child Support

Oversight Committee: **Law Enforcement & Judiciary**

Child Support Administrator
1.00 FTE

**Assistant Corporation
Counsel ***
1.00 FTE

Child Support Paraprofessional
4.00 FTE

Accounting Assistant
1.00 FTE

Program Assistant
4.00 FTE

Program Specialist
1.00 FTE

* The Assistant Corporation Counsel is in the Corporation Counsel's office, but performs primarily Child Support enforcement duties.

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.00	0.00	0.00	0.00	0.00
FTE Balance	11.00	11.00	11.00	11.00	11.00

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
CHILD SUPPORT											
<u>Revenues</u>											
Tax Levy	169,337	173,918	163,090	189,303	189,303	186,576	(2,727)	-1.44%	None	0	0
Grants & Aids	741,321	741,408	760,496	773,385	773,385	835,340	61,955	8.01%			
User Fees	18,733	15,997	16,315	15,200	15,200	15,200	0	0.00%	2020 Total	0	0
Miscellaneous	632	0	0	0	0	0	0	0.00%			
Use of Fund Balance	0	0	0	0	0	17,288	17,288	0.00%			
Total Revenues	930,023	931,323	939,901	977,888	977,888	1,054,404	76,516	7.82%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
<u>Expenses</u>											
Labor	485,776	469,211	510,277	506,152	506,152	558,270	52,118	10.30%			
Labor Benefits	194,154	185,592	188,678	225,331	225,331	256,902	31,571	14.01%			
Supplies & Services	207,666	222,409	213,147	246,405	239,305	239,232	(7,173)	-2.91%			
Addition to Fund Balance	42,427	54,111	27,799	0	7,100	0	0	0.00%			
Total Expenses	930,023	931,323	939,901	977,888	977,888	1,054,404	76,516	7.82%			
Beginning of Year Fund Balance						Included in General Fund Total					
End of Year Fund Balance											

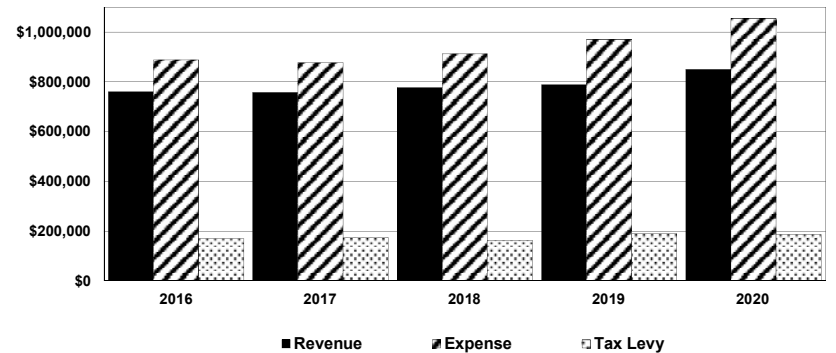
2020 Highlights & Issues on the Horizon

The Federal Government has clarified that county funding received from birth cost collection will no longer also receive a 66% federal match. The State of Wisconsin has agreed to provide funding to the counties for calendar years 2020 and 2021 to cover the lost anticipated federal match funding. For Sauk County, the federal match in 2018 was \$66,604.

A new Administrative Rule passed July 2018 limiting the funding collected through birth costs which decreased the Agency's revenues by \$7,000 - \$10,000.

Previously, the Child Support Agency was working with the Ho Chunk Nation Child Support Agency on a Memorandum of Understanding for transferring cases, but that was halted by them for an undetermined time. If discussions should begin again and should the Memorandum of Understanding become finalized in the next year, the result would be a decrease in child support cases in Sauk County, which, depending on the size of the decrease, could potentially impact agency performance outcomes and funding. The full impact is unknown at this time.

Revenue, Expense and Tax Levy

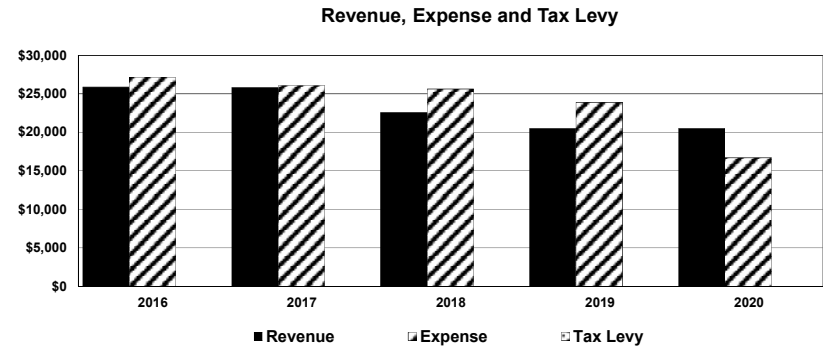


Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: CHILD SUPPORT	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10052 CHILD SUPPORT REVENUE										
411100 GENERAL PROPERTY TAXES	-173,918	-173,918	-163,090	-163,090	100%	-94,652	-189,303	-189,303	-186,576	-2,727
424540 ACT IV-D AGENCY REVENUE	-744,810	-741,408	-751,563	-760,496	101%	-193,361	-773,385	-773,385	-835,340	61,955
441250 BLOOD TEST FEES	-3,000	-3,032	-3,000	-3,231	108%	-1,376	-3,000	-3,000	-3,000	0
441260 SERVICE FEES	-12,000	-12,800	-12,000	-12,948	108%	-7,116	-12,000	-12,000	-12,000	0
441270 VITAL STATISTICS FEES	-100	-31	-100	-96	96%	-24	-100	-100	-100	0
451650 COPIER/POSTAGE/MISC	-100	-133	-100	-40	40%	-9	-100	-100	-100	0
493010 FUND BALANCE APPLIED	0	0	0	0	0%	0	0	0	-17,288	17,288
TOTAL CHILD SUPPORT REVENUE	-933,928	-931,323	-929,853	-939,901	101%	-296,538	-977,888	-977,888	-1,054,404	76,516
10052451 IV-D AGENCY-CHILD SUPPORT										
511100 SALARIES PERMANENT REGULAR	480,243	466,038	491,560	500,950	102%	233,402	503,414	503,414	555,657	52,243
511200 SALARIES-PERMANENT-OVERTIME	0	0	0	6,393	0%	1,930	0	0	0	0
511900 LONGEVITY-FULL TIME	3,575	3,173	3,175	2,934	92%	0	2,738	2,738	2,613	-125
514100 FICA & MEDICARE TAX	37,012	34,195	37,847	36,724	97%	16,430	38,721	38,721	42,708	3,987
514200 RETIREMENT-COUNTY SHARE	32,900	30,896	33,147	33,037	100%	15,373	33,153	33,153	37,683	4,530
514400 HEALTH INSURANCE COUNTY SHARE	131,904	120,017	123,616	118,383	96%	76,149	152,958	152,958	175,868	22,910
514500 LIFE INSURANCE COUNTY SHARE	297	219	218	229	105%	124	246	246	308	62
514600 WORKERS COMPENSATION	339	264	297	304	102%	117	253	253	335	82
520900 CONTRACTED SERVICES	152,742	147,023	155,314	146,891	95%	78,361	163,218	163,218	163,167	-51
521100 MEDICAL EXAMINATIONS	7,500	3,129	5,000	2,165	43%	828	5,000	3,500	5,000	0
521900 OTHER PROFESSIONAL SERVICES	20,000	16,613	22,000	15,820	72%	6,811	22,000	20,000	20,000	-2,000
522500 TELEPHONE	2,000	1,018	2,000	1,215	61%	632	2,000	1,300	2,000	0
523900 INTERPRETER FEES	1,000	173	1,000	640	64%	591	1,000	1,000	1,000	0
531100 POSTAGE AND BOX RENT	18,000	13,477	16,000	14,487	91%	6,992	16,000	16,000	16,000	0
531200 OFFICE SUPPLIES AND EXPENSE	12,000	8,830	10,000	9,087	91%	3,437	10,000	10,000	10,000	0
531800 MIS DEPARTMENT CHARGEBACKS	25,166	27,601	19,429	18,462	95%	17,963	17,937	17,937	13,965	-3,972
532400 MEMBERSHIP DUES	1,350	779	1,350	779	58%	826	1,350	1,350	1,350	0
532800 TRAINING AND INSERVICE	2,500	854	2,500	830	33%	80	2,500	1,000	1,500	-1,000
533200 MILEAGE	1,500	656	1,500	644	43%	123	1,500	750	1,500	0
533500 MEALS AND LODGING	2,500	1,435	2,500	1,276	51%	360	2,500	1,500	2,000	-500
537800 VITAL STATISTICS FEES	250	120	250	150	60%	75	250	250	250	0
552100 OFFICIALS BONDS	1,150	701	1,150	701	61%	701	1,150	1,500	1,500	350
TOTAL IV-D AGENCY-CHILD SUPPORT	933,928	877,212	929,853	912,102	98%	461,306	977,888	970,788	1,054,404	76,516
TOTAL DEPARTMENT REVENUE	-933,928	-931,323	-929,853	-939,901	101%	-296,538	-977,888	-977,888	-1,054,404	76,516
TOTAL DEPARTMENT EXPENSE	933,928	877,212	929,853	912,102	98%	461,306	977,888	970,788	1,054,404	76,516
-ADDITION TO / USE OF FUND BALANCE	0	-54,111	0	-27,799		164,768	0	-7,100	0	

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
DOG LICENSE FUND											
<u>Revenues</u>											
Licenses & Permits	25,898	25,811	22,578	23,450	20,500	20,500	(2,950)	-12.58%	None	0	0
Use of Fund Balance	1,228	264	3,065	0	3,389	0	0	0.00%			
Total Revenues	27,126	26,075	25,642	23,450	23,889	20,500	(2,950)	-12.58%	2020 Total	0	0
<u>Expenses</u>											
Supplies & Services	27,126	26,075	25,642	23,450	23,889	16,694	(6,756)	-28.81%	2021	0	0
Addition to Fund Balance	0	0	0	0	0	3,806	3,806	0.00%	2022	0	0
									2023	0	0
									2024	0	0
Total Expenses	27,126	26,075	25,642	23,450	23,889	20,500	(2,950)	-12.58%			
Beginning of Year Fund Balance	1,228	0	(264)		(3,329)	(6,718)					
End of Year Fund Balance	0	(264)	(3,329)		(6,718)	(2,912)					

2020 Highlights & Issues on the Horizon

2020 Dog license revenues have decreased from \$23,450 to \$20,500 due to decreased dog license purchases. Retained fees, net of expenses, are forwarded to the Humane Society for operation of the animal shelter.



Fund: DOG LICENSE	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: COUNTY POUND	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
82026 DOG LICENSE REVENUE										
442100 DOG LICENSE FEES	-28,000	-25,811	-24,000	-22,578	94%	-18,855	-23,450	-20,500	-20,500	-2,950
TOTAL DOG LICENSE REVENUE	-28,000	-25,811	-24,000	-22,578	94%	-18,855	-23,450	-20,500	-20,500	-2,950
82026413 DOG FUND EXPENSES										
520100 CONSULTANT AND CONTRACTUAL	24,600	23,240	20,600	22,976	112%	9,956	20,000	19,912	13,194	-6,806
531200 OFFICE SUPPLIES AND EXPENSE	450	402	450	476	106%	1,027	500	1,027	550	50
532100 PUBLICATION OF LEGAL NOTICES	150	135	150	145	97%	140	150	150	150	0
559200 LOCAL OFFICIALS REIMBURSE	2,800	2,298	2,800	2,045	73%	0	2,800	2,800	2,800	0
TOTAL DOG FUND EXPENSES	28,000	26,075	24,000	25,642	107%	11,122	23,450	23,889	16,694	-6,756
82026930 ADDITION TO FUND BALANCE										
593000 ADDTN TO FUND BAL/RET EARNINGS	0	0	0	0	0%	0	0	0	3,806	3,806
TOTAL ADDITION TO FUND BALANCE	0	0	0	0	0%	0	0	0	3,806	3,806
TOTAL DEPARTMENT REVENUE	-28,000	-25,811	-24,000	-22,578	94%	-18,855	-23,450	-20,500	-20,500	-2,950
TOTAL DEPARTMENT EXPENSE	28,000	26,075	24,000	25,642	107%	11,122	23,450	23,889	20,500	-2,950
-ADDITION TO / USE OF FUND BALANCE	0	264	0	3,065		-7,732	0	3,389	0	

Environmental Health

Department Vision - Where the department would ideally like to be

The Sauk County Health Department is an independent, nationally accredited, Level III health department that builds and sustains a healthy diverse community.

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 through collaboration 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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

Conservation, Development, Recreation, Culture, and Education - Groundwater study
 Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update
 Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land
 Conservation, Development, Recreation, Culture, and Education - Comprehensive Outdoor Recreation Plan
 Justice & Public Safety - Emergency response and preparedness
 Outside Issues - Affordable/low income housing
 Outside Issues - Workforce development
 Outside Issues - Communication - into and with the community
 Outside Issues - Homelessness

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Prevent foodborne illnesses at licensed retail food establishments in Sauk County.	A decrease in illness.	<ol style="list-style-type: none"> 1. Conduct annual routine inspections at 100% of facilities licensed by Sauk County Environmental Health Department on time. 2. Provide Food Safety Basic Class to 100 food service workers. 3. Respond to 100% of complaints or reported illnesses associated with licensed facilities within 1 business day. 4. Develop complexity/risk-based inspection protocol. 5. Conduct education campaign to 100% of food service establishments on new complexity/risk-based inspection protocol. 6. Start implementation of complexity/risk-based inspections. 	12/31/2020
Reduce health hazards in Sauk County.	A decrease in health hazard complaints and illness.	<ol style="list-style-type: none"> 1. Respond to 100% of reported health hazards within 1 business day. 2. Resolve 95% of identified health hazards to mitigate risk to public health within 14 days of identification. 3. Monitor trends in reported health hazards and develop two programmatic and/or policy interventions to address trends. 	12/31/2020
Assure a safe well-water drinking supply for Sauk County.	No illnesses from drinking well water; compliance with testing schedules.	Sample and test 100% of Transient Non-Community wells.	12/31/2020
Reduce home-based lead risks to children with blood lead levels above 5 mcg/dl.	A decrease in the number of children under the age of 6 with elevated blood lead levels (EBLL 5 or above) and a decrease in the number of children with EBLL living in un-abated homes	<ol style="list-style-type: none"> 1. Conduct home inspections of 90% of children identified with EBLL above 5 in conjunction with PH nurse/case manager. 2. Ensure abatement, relocation, or preventive mitigation of 90% of families with a child with EBLL. 	12/31/2020
Reduce morbidity and mortality caused by radon	Number of homes with radon mitigation systems installed and number of radon test kits distributed	<ol style="list-style-type: none"> 1. Distribute 190 radon kits. 2. Conduct at least 1 public education campaign in cooperation with regional Radon Information Center (RIC) about importance of testing homes, schools, and child care centers and mitigating at levels above 4 pCi/L. 3. Conduct at least 2 trainings for local builders and realtors in cooperation with RIC on importance of testing for, and mitigating, radon. 	12/31/2020

Environmental Health

Prevent illness or injury at licensed recreational establishments in Sauk County (Lodging, Campgrounds, Water Recreational facilities, Recreational Education Camps).	A decrease in reports of injury or illness at recreational establishments.	<ol style="list-style-type: none"> 1. Conduct annual routine inspections at 100% of facilities licensed by Sauk County Health Department. 2. Train 50 staff of recreational facilities in health and safety requirements. 3. Respond to 100% of complaints or reported injury associated with licensed recreational facilities within 1 business day. 	12/31/2020
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Program Evaluation																					
Program Title	Program Description	Mandates and References	2020 BUDGET	FTE's	Key Outcome Indicator(s)																
Human Health Hazards Communicable Disease Vector-borne Surveillance Nitrate Mapping (Water)	To assess and abate possible human health hazards. Complaints can include, but are not limited to: discharge of toxic or hazardous substances, garbage not properly contained, pollution of a body of water, accumulation of carcasses, accumulation of decaying organic matter in which vermin can breed, dilapidated housing, a dangerous, unsanitary or otherwise unfit structure, and solid waste. Environmental Health (EH) staff collect, evaluate, investigate, and enforce complaint or concerns regarding these types of issues. The authority for the program is given by Wisconsin State Statutes and local county ordinance, "Abating Public Nuisance Affecting the Public Health" which enables Sauk County Health Department (SCHD) to take enforcement action. Funding is from the Prevention Block Grant, Division of Public Health and County tax levy. Additionally, Environmental Health staff work in conjunction with DHS, DPH, Communicable Disease nurses, Conservation Planning and Zoning, and UW Extension on issues such as Blue Green Algae, nitrates in private drinking water, vector-borne surveillance and Legionella investigations.	Wis Stat 254.59 Sauk Co. Ord. Ch 28 DHS Ch.145.17 & Wis Stat. 252.11	<table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <tr><td>User Fees / Misc.</td><td style="text-align: right;">\$0</td></tr> <tr><td>Grants</td><td style="text-align: right;">\$0</td></tr> <tr><td>Use of Carryforward</td><td style="text-align: right;">\$0</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$0</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$57,047</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$9,885</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$66,932</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">\$66,932</td></tr> </table>	User Fees / Misc.	\$0	Grants	\$0	Use of Carryforward	\$0	TOTAL REVENUES	\$0	Wages & Benefits	\$57,047	Operating Expenses	\$9,885	TOTAL EXPENSES	\$66,932	COUNTY LEVY	\$66,932	0.61	100% of human health hazards will be resolved to mitigate public health risk within 14 days of a positive determination.
User Fees / Misc.	\$0																				
Grants	\$0																				
Use of Carryforward	\$0																				
TOTAL REVENUES	\$0																				
Wages & Benefits	\$57,047																				
Operating Expenses	\$9,885																				
TOTAL EXPENSES	\$66,932																				
COUNTY LEVY	\$66,932																				
Rabies	Rabies is a reportable communicable disease caused by warm blooded animals. Environmental Health coordinates with veterinary clinics and the Wisconsin State Lab of Hygiene for testing of specimens. The cost for testing specimens is primarily the Health Department's responsibility. Environmental Health staff follows the animal by ensuring quarantine and verifying veterinary checks are completed. Environmental Health staff refer patient care and treatment issues to a Public Health Nurse for follow-up. Additional funding is needed for education and outreach to decrease amount of unvaccinated animal bites.	Wis Stat 95.21	<table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <tr><td>User Fees / Misc.</td><td style="text-align: right;">\$0</td></tr> <tr><td>Grants</td><td style="text-align: right;">\$0</td></tr> <tr><td>Use of Carryforward</td><td style="text-align: right;">\$0</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$0</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$5,895</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$3,835</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$9,730</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">\$9,730</td></tr> </table>	User Fees / Misc.	\$0	Grants	\$0	Use of Carryforward	\$0	TOTAL REVENUES	\$0	Wages & Benefits	\$5,895	Operating Expenses	\$3,835	TOTAL EXPENSES	\$9,730	COUNTY LEVY	\$9,730	0.06	<ol style="list-style-type: none"> 1. 95% of animals being investigated for possible rabies will be sent for specimen testing. 2. 100% of animals being investigated for rabies will be quarantined and vet checks with be monitored.
User Fees / Misc.	\$0																				
Grants	\$0																				
Use of Carryforward	\$0																				
TOTAL REVENUES	\$0																				
Wages & Benefits	\$5,895																				
Operating Expenses	\$3,835																				
TOTAL EXPENSES	\$9,730																				
COUNTY LEVY	\$9,730																				
Body Art Inspections and Licensing	Tattooing, body piercing, and other body art present a significant potential health hazard to the public due to the potential spread of blood borne pathogens. DSPS 221 has been promulgated for the purpose of regulating tattoo artists and body piercing establishments in order to protect public health and safety. The program is in place to verify compliance with local and state regulation by all licensed tattoo and body piercing establishments.	Wis Stat 252.23 & 252.24 Wis Admin DSPS 221 Sauk Co Ord Ch 30	<table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <tr><td>User Fees / Misc.</td><td style="text-align: right;">\$1,819</td></tr> <tr><td>Grants</td><td style="text-align: right;">\$0</td></tr> <tr><td>Use of Carryforward</td><td style="text-align: right;">\$0</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$1,819</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$976</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$842</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$1,818</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">(\$1)</td></tr> </table>	User Fees / Misc.	\$1,819	Grants	\$0	Use of Carryforward	\$0	TOTAL REVENUES	\$1,819	Wages & Benefits	\$976	Operating Expenses	\$842	TOTAL EXPENSES	\$1,818	COUNTY LEVY	(\$1)	0.01	100% of body art establishments will be inspected annually.
User Fees / Misc.	\$1,819																				
Grants	\$0																				
Use of Carryforward	\$0																				
TOTAL REVENUES	\$1,819																				
Wages & Benefits	\$976																				
Operating Expenses	\$842																				
TOTAL EXPENSES	\$1,818																				
COUNTY LEVY	(\$1)																				
Radon	Radon Educators of Sauk and Columbia Counties (REOSACC) is Sauk and Columbia County's Radon Information Center (RIC) for Sauk and Columbia Counties. The goal is to advance public awareness of radon through education and outreach. This is done through the distribution of educational materials and radon testing kits. By evaluating radon measurement outcomes within our local residences, we can decrease the amount of people who are exposed to radon. Radon is the second leading cause of lung cancer.	Wis Stat 254.34	<table border="1" style="width: 100%; border-collapse: collapse; font-size: 8px;"> <tr><td>User Fees / Misc.</td><td style="text-align: right;">\$1,500</td></tr> <tr><td>Grants</td><td style="text-align: right;">\$6,947</td></tr> <tr><td>Use of Carryforward</td><td style="text-align: right;">\$0</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$8,447</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$4,583</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$3,856</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$8,439</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">(\$8)</td></tr> </table>	User Fees / Misc.	\$1,500	Grants	\$6,947	Use of Carryforward	\$0	TOTAL REVENUES	\$8,447	Wages & Benefits	\$4,583	Operating Expenses	\$3,856	TOTAL EXPENSES	\$8,439	COUNTY LEVY	(\$8)	0.05	<ol style="list-style-type: none"> 1. Distribute 190 radon kits. 2. Conduct at least 1 public education campaign in cooperation with regional Radon Information Center (RIC) about importance of testing homes, schools, and child care centers and mitigating at levels above 4 pCi/L. 3. Conduct at least 2 trainings for local builders and realtors in cooperation with RIC on importance of testing for, and mitigating, radon.
User Fees / Misc.	\$1,500																				
Grants	\$6,947																				
Use of Carryforward	\$0																				
TOTAL REVENUES	\$8,447																				
Wages & Benefits	\$4,583																				
Operating Expenses	\$3,856																				
TOTAL EXPENSES	\$8,439																				
COUNTY LEVY	(\$8)																				

Environmental Health

Full Agent Inspection & Licensing	The Sauk County Health Department is a full agent of the Wisconsin Department of Agriculture, Trade and Consumer Protection for Food and Recreational Licensing (DATCP). Under this contract, Sauk County licenses, inspects, and investigates complaints and implements enforcement actions for retail food establishments, pools and water attractions, lodging facilities, and campgrounds.	Wis Admin ATCP 72 Wis Admin ATCP 73 Wis Admin ATCP 75 Wis Admin ATCP 76 Wis Admin ATCP 78 Wis Admin ATCP 79 Wis Admin ATCP 75 Appendix Sauk Co Ord Ch 29	User Fees / Misc.	\$555,087	6.66	1. Conduct annual routine inspections at 100% of facilities licensed by Sauk County Environmental Health Department on time. 2. Respond to 100% of complaints or reported illnesses associated with licensed facilities within 1 business day. 3. Implement new complexity/risk-based inspections.
			Grants	\$0		
			Use of Carryforward	\$40,000		
			TOTAL REVENUES	\$595,087		
			Wages & Benefits	\$568,058		
			Operating Expenses	\$25,850		
			TOTAL EXPENSES	\$593,908		
COUNTY LEVY	(\$1,179)					
DNR Well Water	The Transient Non-Community (TNC) Well Water Program detects construction, location, maintenance, and operational deficiencies within the well water system to prevent unsafe conditions. Systems are required to meet the definition of a TNC potable water supply system to be included within the TNC program. Annual bacteria and nitrate water samples are collected to test systems for harmful levels. A sanitary survey, a detailed inspection of the entire system and distribution points, is conducted once every five years. Annual site visits, an inspection of the major components of the well system to detect defects, are conducted for water systems without a sanitary survey. The TNC Well Water Program is audited annually. The Department of Natural Resources and sampling fees fund the program.	Wis Admin NR 812	User Fees / Misc.	\$0	0.24	Sample and test 100% of TNC wells to reduce rates of disease caused by unsafe drinking water.
			Grants	\$28,225		
			Use of Carryforward	\$0		
			TOTAL REVENUES	\$28,225		
			Wages & Benefits	\$19,668		
			Operating Expenses	\$8,519		
			TOTAL EXPENSES	\$28,187		
COUNTY LEVY	(\$38)					
Totals			TOTAL REVENUES	\$633,578	7.63	
			TOTAL EXPENSES	\$709,014		
			COUNTY LEVY	\$75,436		

Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimated	2020 Budget
Number of food service establishments inspected	1,237	1,275	1,300
Number of DNR Well Inspections	139	145	145
Number of Environmental Health Hazard investigations conducted	157	NA	NA
Number of hours spent following up Environmental Health Hazard Investigations (2018 was number of contact & issues)	N/A	1,200	1,500
Number of radon kits distributed	145	175	190
Number of food service establishment violations issued	N/A	5,065	5,000

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

Description	What do the results mean?	2018 Actual	2019 Estimated	2020 Budget
Food Service inspections: Maintain percentage of food service establishments inspected through the DATCP program on time.	Food safety is improved as a result of timely inspections	100%	100%	100%
Transient, Non-Community Well Water: Percentage of wells tested through the DNR Well Water program.	Testing TNC wells reduces rate of illness from drinking water	100%	100%	100%
Human Health Hazards: Percentage of Human Health Hazards (HHH) resolved within 14 days of a positive determination	Risk of disease is reduced with timely mitigation or elimination of human health hazards.	100%	100%	100%
Lead: Percentage of children with Elevated Blood Lead Levels (EBLL) over 5 that have been investigated and abated, mitigated, or relocated.	Risk of developmental disability is reduced with reduction in exposure to lead	100%	100%	100%
Body Art: Percentage of body art inspections completed on time	Disease is reduced with safe body art practices	100%	100%	100%
Radon: Number of radon testing kits distributed	Lung disease from exposure to high levels of radon is reduced through testing and connection to mitigation services	145	175	190
Food Service Inspections: Reduce the number of inspections of food service establishments due to high risk for food-borne illnesses	Regular inspection leads to improved food safety and therefore reduces food-borne illness	8%	25%	20%

Health Departments

Oversight Committee: **Public Health Board**

Public Health Director

1.00 FTE

Public Health Deputy Director

1.00 FTE

Environmental Health	Public Health		Women, Infants & Children	Criminal Justice Coordinating
Environmental Health Manager 1.00 FTE	Nurse Manager 1.00 FTE	Public Health Nurse (Nurse Family Partnership) 3.73 FTE	Nutrition Programs Coordinator 1.00 FTE	Criminal Justice Program Manager 1.00 FTE
Registered Sanitarian 4.00 FTE	Public Health Nurse 6.00 FTE	Quality Improvement Coordinator 1.00 FTE	Registered Dietitian 1.58 FTE	Justice Alternatives Case Coordinator 3.00 FTE
Environmental Health Technician 1.00 FTE	Public Health Technician Environmental Health 0.10 FTE Public Health 1.25 FTE	Accounting Specialist 1.00 FTE	Administrative Support / Health Screener 0.78 FTE	Re-Entry Coordinator 1.00 FTE
Program Assistant 1.00 FTE	Home Health Aide (Foot Clinic) 1.27 FTE	Dental Hygienist Project 0.42 FTE	Administrative Support / Receptionist WIC 0.34 FTE Public Health 0.33 FTE Environmental Health 0.33 FTE	Education Navigator 0.75 FTE
	Health Educator 2.00 FTE	Financial Analyst Public Health 0.80 FTE Environmental Health 0.20 FTE		Administrative Specialist 1.00 FTE
		Community Health Strategist 1.00 FTE		

	2016	2017	2018	2019	2020
Public Health					
FTE Change	0.83	3.77	0.59	3.06	0.77
FTE Balance	13.61	17.38	17.97	21.03	21.80
Environmental Health					
FTE Change	0.17	2.26	0.65	-0.35	0.50
FTE Balance	4.57	6.83	7.48	7.13	7.63
Women, Infants & Children (WIC)					
FTE Change	-1.93	-0.21	-0.90	0.00	-0.42
FTE Balance	5.23	5.02	4.12	4.12	3.70
Criminal Justice Coordinating (CJC)					
FTE Change	1.00	2.25	0.45	1.30	1.75
FTE Balance	1.00	3.25	3.70	5.00	6.75
Total					
FTE Change	0.07	8.07	0.79	4.01	2.60
FTE Balance	24.41	32.48	33.27	37.28	39.88

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
ENVIRONMENTAL HEALTH											
<u>Revenues</u>											
Tax Levy	33,373	32,955	45,949	47,903	47,903	75,435	27,532	57.47%	None	0	0
Grants & Aids	275,774	57,802	42,118	35,944	35,944	35,172	(772)	-2.15%			
Licenses & Permits	74,152	550,686	588,159	551,306	549,509	554,906	3,600	0.65%	2020 Total	0	0
Fees, Fines & Forfeitures	0	10	0	0	0	2,000	2,000	0.00%			
User Fees	1,663	813	1,425	1,500	1,500	1,500	0	0.00%			
Intergovernmental	31,974	0	0	0	0	0	0	0.00%	2021	0	0
Miscellaneous	13,328	10,006	10,454	2,200	3,900	0	(2,200)	-100.00%	2022	0	0
Use of Fund Balance	24,194	0	0	293,769	5	40,000	(253,769)	-86.38%	2023	0	0
									2024	0	0
Total Revenues	454,458	652,272	688,105	932,622	638,761	709,013	(223,609)	-23.98%			
<u>Expenses</u>											
Labor	287,795	347,665	365,370	421,349	421,349	461,499	40,150	9.53%			
Labor Benefits	105,993	124,714	128,800	155,239	155,239	194,727	39,488	25.44%			
Supplies & Services	60,670	41,131	75,771	356,034	62,173	52,787	(303,247)	-85.17%			
Capital Outlay	0	0	45,236	0	0	0	0	0.00%			
Addition to Fund Balance	0	138,763	72,929	0	0	0	0	0.00%			
Total Expenses	454,458	652,272	688,105	932,622	638,761	709,013	(223,609)	-23.98%			
Beginning of Year Fund Balance											Included in General Fund Total
End of Year Fund Balance											

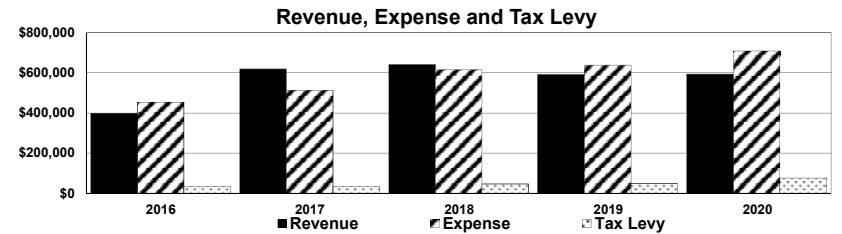
2020 Highlights & Issues on the Horizon

The Sanitarian position is being funded by previously collected program fees. The full agent program is still relatively new and requirements are evolving.

New DATCP regulations will require anti-siphon safeguards on all pools in the State of Wisconsin.

There is need for Nitrate Studies of private wells and vector borne surveillance.

Potential change with Wisconsin food code and implementation of new assessment, facility category and associated fee could impact fees and total income of DATCP program.



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ENVIRONMENTAL HEALTH	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10048 ENVIRONMENTAL HEALTH REVENUE										
411100 GENERAL PROPERTY TAXES	-32,955	-32,955	-45,949	-45,949	100%	-23,951	-47,903	-47,903	-75,435	27,532
424160 PREVENTION GRANT	-9,140	0	0	0	0%	0	0	0	0	0
424170 LEAD GRANT	-2,496	0	-2,496	-1,808	72%	0	0	0	0	0
424201 RETAIL FOOD LICENSES	-467,428	-484,643	-474,022	-518,297	109%	-366,778	-494,887	-508,000	-494,887	0
424350 RADON TESTING GRANT	-7,676	-7,719	-7,719	-7,719	100%	-1,208	-7,719	-7,719	-6,947	-772
424492 TRANSIENT WELL WATER	-29,085	-34,487	-28,415	-32,591	115%	-14,435	-28,225	-28,225	-28,225	0
424493 SANITATION PROGRAM	0	-15,596	0	0	0%	0	0	0	0	0
441500 TATTOO LICENSES	-2,052	-1,638	-1,380	-1,172	85%	-1,071	-1,819	-2,709	-1,819	0
441520 DATCP PLAN REVIEWS	0	-3,700	-1,200	-4,000	333%	-2,100	-1,600	-2,800	-2,200	600
441530 DATCP PRE-INSPECTIONS	0	-57,018	-33,333	-45,390	136%	-17,175	-44,000	-27,000	-45,000	1,000
441540 DATCP RE-INSPECTIONS	0	-3,687	-7,200	-19,300	268%	-3,400	-9,000	-9,000	-11,000	2,000
442400 LATE FEES	0	-10	0	0	0%	0	0	0	-2,000	2,000
465110 RADON TESTING KIT SALES	-1,500	-813	-1,500	-1,425	95%	-777	-1,500	-1,500	-1,500	0
484160 MISCELLANEOUS REVENUES	0	-10,006	-2,040	-10,454	512%	-845	-2,200	-3,900	0	-2,200
493200 CONTINUING APPROP PRIOR YEAR	0	0	0	0	0%	0	0	0	-40,000	40,000
TOTAL ENVIRONMENTAL HEALTH REVENUE	-552,332	-652,272	-605,254	-688,105	114%	-431,740	-638,853	-638,756	-709,013	70,160
10048410 ENVIRONMENTAL HEALTH PROGRAM										
511100 SALARIES PERMANENT REGULAR	300,443	303,625	324,313	317,302	98%	156,141	395,149	395,149	414,008	18,859
511900 LONGEVITY-FULL TIME	232	160	321	240	75%	0	665	665	420	-245
512100 WAGES-PART TIME	52,739	43,662	79,293	47,591	60%	27,115	25,495	25,495	46,794	21,299
512900 LONGEVITY-PART TIME	217	217	279	237	85%	0	40	40	277	237
514100 FICA & MEDICARE TAX	27,052	25,614	30,922	26,276	85%	13,372	32,233	32,233	35,305	3,072
514200 RETIREMENT-COUNTY SHARE	24,047	23,419	27,082	24,447	90%	11,981	27,598	27,598	30,882	3,284
514400 HEALTH INSURANCE COUNTY SHARE	87,660	72,697	79,685	72,707	91%	36,281	91,114	91,114	123,562	32,448
514500 LIFE INSURANCE COUNTY SHARE	45	54	51	43	85%	26	49	49	65	16
514600 WORKERS COMPENSATION	3,761	2,931	3,872	3,513	91%	1,860	4,245	4,245	4,913	668
514800 UNEMPLOYMENT	0	0	0	1,814	0%	0	0	0	0	0
520900 CONTRACTED SERVICES	5,000	431	5,000	439	9%	2,681	7,000	7,000	2,500	-4,500
521800 PURCHASED SERVICES	0	0	0	40,585	0%	0	0	0	0	0
522100 WATER TREATMENT	4,785	5,076	4,785	5,130	107%	4,727	5,220	5,500	5,510	290
522500 TELEPHONE	3,900	2,404	6,000	2,372	40%	1,284	3,500	3,000	3,500	0
531100 POSTAGE AND BOX RENT	4,470	2,028	3,000	2,238	75%	1,364	3,000	3,000	3,000	0
531200 OFFICE SUPPLIES AND EXPENSE	2,500	7,179	4,000	3,209	80%	1,188	7,000	7,000	6,000	-1,000
531800 MIS DEPARTMENT CHARGEBACKS	8,881	7,764	9,248	5,498	59%	-186	14,827	14,827	10,757	-4,070
532800 TRAINING AND INSERVICE	5,000	4,733	5,000	4,170	83%	2,160	5,200	5,326	5,000	-200
533200 MILEAGE	4,000	1,753	4,000	1,565	39%	596	2,000	2,000	2,000	0
533500 MEALS AND LODGING	750	3,506	2,462	3,095	126%	311	2,462	2,462	2,462	0
534800 EDUCATIONAL SUPPLIES	1,000	0	5,000	0	0%	0	2,500	2,500	2,500	0
534900 PROJECT SUPPLIES	5,000	2,042	3,058	4,068	133%	1,549	3,056	3,058	3,058	2

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ENVIRONMENTAL HEALTH	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10048410 ENVIRONMENTAL HEALTH PROGRAM										
535100 VEHICLE FUEL	5,500	1,596	2,883	2,143	74%	547	2,500	2,500	2,500	0
535200 VEHICLE MAINTENANCE AND REPAIR	4,000	1,961	3,500	178	5%	592	2,500	2,500	2,500	0
537900 LICENSE/CERTIFICATION RENEWALS	750	0	1,000	450	45%	0	500	500	500	0
551000 INSURANCE	600	659	500	631	126%	742	1,000	1,000	1,000	0
581900 CAPITAL OUTLAY	0	0	0	45,236	0%	0	0	0	0	0
TOTAL ENVIRONMENTAL HEALTH PROGRAM	552,332	513,509	605,254	615,176	102%	264,329	638,853	638,761	709,013	70,160
TOTAL DEPARTMENT REVENUE	-552,332	-652,272	-605,254	-688,105	114%	-431,740	-638,853	-638,756	-709,013	70,160
TOTAL DEPARTMENT EXPENSE	552,332	513,509	605,254	615,176	102%	264,329	638,853	638,761	709,013	70,160
-ADDITION TO / USE OF FUND BALANCE	0	-138,763	0	-72,929		-167,411	0	5	0	

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. We continue to look for options for campus expansion that will best serve the residents of Sauk County. 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			
Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board			
General Government - Energy savings and lower carbon footprint			
General Government - Cooperation			
Health and Human Services - Commitment to Health Care Center			
Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Develop a strategic plan for the Sauk County Health Care Center.	Needs assessment was completed. Recent developments from other senior living communities revealed need may not be imminent but board will continue to pursue campus development to ensure that the needs of the county residents are being met.	Continue working with Board of Trustees, Functional Group and Sauk County Board of Supervisors to determine the feasibility and probability of a campus expansion option for the Sauk County Health Care Campus that address the issue of affordable housing for Sauk County.	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 other groups 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. 2018 rate 13.5% 2019 rate YTD is 5.85% . 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	12/31/2020

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 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.	Wis Admin Code DHS 132	User Fees / Bad Debt / Misc	(\$27,500)	3.00	Accounts Receivable Aging
			Grants	\$800,000		
			Sales Tax from Gen'l Fund for Debt Service	\$1,033,810		
			Other Revenues & Bed Tax	(\$123,030)		
			Use of Fund Balance	\$765,000		
			TOTAL REVENUES	\$2,448,280		
			Wages & Benefits	\$222,638		
			Operating Expenses	\$717,776		
			Debt Service	\$1,033,810		
			TOTAL EXPENSES	\$1,974,224		
COUNTY LEVY	(\$474,056)					

Health Care Center

Human Resources	Responsible for assisting department heads with the resolution of employee issues, hiring and orienting new employees, and payroll and benefits tasks.	Wis Admin Code DHS 132	User Fees / Misc	\$0	1.00	Employee turnover rate Facility overtime hours
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$72,458		
			Operating Expenses	\$18,284		
			TOTAL EXPENSES	\$90,742		
			COUNTY LEVY	\$90,742		
Skilled Nursing Facility	Provides skilled nursing for short and long term rehabilitative care to Sauk County and surrounding communities' residents.	Wis Admin Code DHS 132	User Fees / Misc	\$7,500,768	87.06	Rehospitalization rate; quality metric measurements
			TOTAL REVENUES	\$7,500,768		
			Wages & Benefits	\$5,413,885		
			Operating Expenses	\$515,250		
			TOTAL EXPENSES	\$5,929,135		
			COUNTY LEVY	(\$1,571,633)		
Occupational Therapy	Enhances the lives of residents by keeping them at their highest functional level by providing skilled therapy and restorative care.		User Fees / Misc	\$0	1.00	% of short term residents who improve function prior to discharge
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$77,675		
			Operating Expenses	\$145,600		
			TOTAL EXPENSES	\$223,275		
			COUNTY LEVY	\$223,275		
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.	Wis Admin Code DHS 132	User Fees / Misc	\$3,500	3.90	% of short term residents who improve function prior to discharge
			TOTAL REVENUES	\$3,500		
			Wages & Benefits	\$281,753		
			Operating Expenses	\$12,750		
			TOTAL EXPENSES	\$294,503		
			COUNTY LEVY	\$291,003		
Medical Doctor	Physician monitoring	Wis Admin Code DHS 132	User Fees / Misc	\$0	-	
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$0		
			Operating Expenses	\$11,500		
			TOTAL EXPENSES	\$11,500		
			COUNTY LEVY	\$11,500		
Medical Records	Medical records/privacy documentation	Wis Admin Code DHS 132	User Fees / Misc	\$0	2.00	Remain compliant with HIPPA
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$149,940		
			Operating Expenses	\$2,200		
			TOTAL EXPENSES	\$152,140		
			COUNTY LEVY	\$152,140		
Social Work	Responsible for discharge planning and resource referrals, psychosocial assistance, and aiding residents with transitional placement issues.	Wis Admin Code DHS 132	User Fees / Misc	\$0	1.00	Successful discharges to community
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$102,701		
			Operating Expenses	\$1,250		
			TOTAL EXPENSES	\$103,951		
			COUNTY LEVY	\$103,951		
Dietary	Prepare and distribute nutritious, good tasting meals while adhering to physician ordered diets.	Wis Admin Code DHS 132	User Fees / Misc	\$203,000	13.14	Continued partnership with ADRC for meal programs
			TOTAL REVENUES	\$203,000		
			Wages & Benefits	\$658,576		
			Operating Expenses	\$441,000		
			TOTAL EXPENSES	\$1,099,576		
			COUNTY LEVY	\$896,576		
Maintenance	Maintain physical plant and grounds of the Sauk County Health Care Center.	Life safety code	User Fees / Misc	\$150	3.90	Reduce and stay below state wide average of life safety violations
			TOTAL REVENUES	\$150		
			Wages & Benefits	\$275,079		
			Operating Expenses	\$277,754		
			TOTAL EXPENSES	\$552,833		
			COUNTY LEVY	\$552,683		
Environmental Services	Maintain housekeeping tasks for facility and residents. Launder clothes and linens for facility and residents.		User Fees / Misc	\$0	11.64	
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$641,020		
			Operating Expenses	\$66,750		
			TOTAL EXPENSES	\$707,770		
			COUNTY LEVY	\$707,770		
Administration	Manage oversight of skilled nursing facility	Wis Admin Code DHS 132	User Fees / Misc	\$0	2.00	Occupancy rate Resident survey results show satisfaction with facility Operating tax levy per patient day to remain at lowest possible while maintaining quality facility
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$219,460		
			Operating Expenses	\$12,000		
			TOTAL EXPENSES	\$231,460		
			COUNTY LEVY	\$231,460		

Health Care Center

Home Care	Service discontinued at the end of 2016. Some expenditures remaining for computer system access.		User Fees / Misc	\$0	
			TOTAL REVENUES	\$0	
			Wages & Benefits	\$0	
			Operating Expenses	\$4,700	
			TOTAL EXPENSES	\$4,700	
			COUNTY LEVY	\$4,700	
Outlay	Nursing equipment Wheelchairs Hallway redecorating Hi/Low Beds Full Body or Stand to Lift Scale Flooring Dining room chairs OT/PT equipment Paging System Upgrade Security system- Cameras Motorized Window blinds Mattresses Air Curtain for Receiving Area Van Office Equipment LED Lighting CMMS/tablets Environmental Services Equipment Kitchen Equipment	\$6,000	Use of Fund Balance	\$0	
		\$3,000	Other Revenues	\$0	
		\$5,500	Use of Fund Balance	\$214,000	
		\$11,000	Transfer from General Fund	0	
		\$8,000	TOTAL REVENUES	\$214,000	
		\$140,000	Wages & Benefits	\$0	
		\$6,000	Operating Expenses	\$315,100	
		\$5,000	TOTAL EXPENSES	\$315,100	
		\$20,000			
		\$12,000			
		\$10,000			
		\$7,000			
		\$5,100			
		\$35,000			
		\$5,500			
		\$5,000			
		\$6,000			
		\$10,000			
		\$15,000	COUNTY LEVY	\$101,100	
			TOTAL REVENUES	\$10,369,698	
	TOTAL EXPENSES	\$11,690,909			
	COUNTY LEVY	\$1,321,211			
Totals				129.64	

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Deficiency free survey	Deficiency free survey	Deficiency free survey	Deficiency free
Average daily census as a % of licensed beds	87%	86%	90%
Complaint surveys	1	1	0
Reduce number of life safety code citations	4	3	2
Resident days served	25,506	25,937	26,000
Number of meals prepared for congregate and home delivery	61,066	60,000	60,000

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Rehospitalization rate	Lower hospitalization rates make SNFs more attractive to ACOs to ensure referrals for services continue to come in	7.0%	6.3% YTD	8.0% National average is 21.1%
Operating tax levy per patient day	This is the amount of tax levy needed to support the HCC per patient day served.	\$52.45	\$51.96	\$47.49
Percent of patient days with Medicaid as a payer source	Increased number of residents served will show continued need for skilled nursing facility that provides for the indigent populations requiring nursing home placement	65.0%	65.0%	60.0%
Accounts receivable aging - Receivable balance as % of total non-operating revenues	Indicates effectiveness of admission data gathering and collections efforts	0.5%	2.0%	<5.0%
Successful discharges to community	Discharge planning that is successful leads to less readmissions to ER/Hospital reducing overall burden to healthcare and county systems	57.8% National average is 52.8%	61.7%	62% National average is 56.1%
Employee turnover rate	Employees are engaged and satisfied in their work for the county	27.0%	25.0%	26.0%
% of short term residents who improve function prior to discharge	Successful rehabilitation services are being provided at the HCC	78.2% National average is 67.8%	78.0%	80% National average is 68%

Health Care Center

Oversight Committee: **Health Care Center**

Administrator
1.00 FTE

Environmental Services Supervisor
1.00 FTE

Chief Engineer
1.00 FTE

Director of Nursing - Registered Nurse (RN)
1.00 FTE

Activities Director
1.00 FTE

Social Worker
1.00 FTE

Business Manager
1.00 FTE

Environmental Services Staff
10.64 FTE

Maintenance / Security
2.90 FTE

Assistant Director of Nursing - RN
1.00 FTE

Activity Therapy Aide
2.90 FTE

Billing Specialist
2.00 FTE

Staff Development Coordinator - RN
1.00 FTE

Personnel Clerk
1.00 FTE

Food Services Supervisor
1.00 FTE

Medical Records Supervisor
1.00 FTE

RN Supervisor
5.50 FTE

Administrative Assistant Admissions
1.00 FTE

Cook
5.00 FTE

Medical Records Clerk
1.00 FTE

Registered Nurse
Regular 7.80 FTE
Casual 0.30 FTE

Dining Assistant
7.14 FTE

Licensed Practical Nurse (LPN)
5.60 FTE

Certified Nursing Assistant (CNA)
Regular 57.40 FTE
Casual 5.46 FTE

Certified Occupational Therapy Aide
1.00 FTE

Health Unit Coordinator
2.00 FTE

	2016	2017	2018	2019	2020
FTE Change	-1.62	-8.16	-0.24	-2.63	-0.70
FTE Balance	141.37	133.21	132.97	130.34	129.64

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
HEALTH CARE CENTER											
<u>Revenues</u>											
Tax Levy	2,114,685	2,313,610	2,221,642	1,386,614	1,386,614	1,321,211	(65,403)	-4.72%	Full Body or Stand to Lift Scale (600 lbs.)	8,000	8,000
Grants & Aids	824,815	740,166	1,175,562	730,000	730,000	800,000	70,000	9.59%	Wheelchairs	3,000	0
User Fees	6,375,734	6,594,046	6,327,973	7,222,986	6,464,906	7,318,238	95,252	1.32%	Nursing Equipment	6,000	0
Intergovernmental	172,421	202,046	284,316	195,000	165,000	195,000	0	0.00%	Mattresses (all types)	7,000	0
Donations	54,606	4,974	3,885	2,500	2,500	2,500	0	0.00%	OT/PT Equipment	5,000	0
Interest	7,557	15,271	38,102	7,000	40,000	40,000	33,000	471.43%	Dining Room Chair Replacement	6,000	0
Miscellaneous	(270)	386	(687)	4,500	12,665	1,150	(3,350)	-74.44%	Paging System Upgrade	20,000	20,000
Transfer from other Funds	1,219,401	1,206,048	1,168,167	1,640,241	1,608,753	1,033,810	(606,431)	-36.97%	Air Curtain for Receiving	5,100	5,100
Use of Fund Balance	0	0	0	1,211,518	0	979,000	(232,518)	-19.19%	Cameras - Security Monitoring System	12,000	12,000
									CMMS/Tables	6,000	6,000
									Hi/Low Beds	11,000	0
									Carpet Replacement (Resident Rooms)	20,000	0
									Motorized Window Blinds	10,000	10,000
									Office Equipment	5,500	0
									LED Lighting Project	5,000	5,000
									Van	35,000	35,000
									Hallway Flooring/Redecorating	125,500	0
									ESS Equipment Replacement	10,000	0
									Kitchen Equipment	15,000	0
									2020 Total	315,100	101,100
Total Revenues	10,768,949	11,076,547	11,218,959	12,400,359	10,410,438	11,690,909	(709,450)	-5.72%			
<u>Expenses</u>											
Labor	5,203,137	4,997,209	4,848,052	5,552,056	4,787,310	5,664,318	112,262	2.02%			
Labor Benefits	2,457,936	2,489,235	2,211,140	2,528,044	2,207,675	2,450,867	(77,177)	-3.05%			
Supplies & Services	1,967,466	2,065,917	1,988,690	2,176,041	2,160,503	2,186,814	10,773	0.50%			
Principal Redemption	0	0	0	855,000	0	820,000	(35,000)	-4.09%			
Interest Payments	359,882	391,768	312,866	279,741	347,290	213,810	(65,931)	-23.57%			
Capital Outlay	0	0	36,000	1,002,477	0	315,100	(687,377)	-68.57%			
Transfer to General Fund	707,506	755,433	1,213,660	7,000	40,000	40,000	33,000	471.43%			
Addition to Fund Balance	73,022	376,985	608,551	0	867,660	0	0	0.00%			
Total Expenses	10,768,949	11,076,547	11,218,959	12,400,359	10,410,438	11,690,909	(709,450)	-5.72%			
Beginning of Year Fund Balance	4,528,241	4,601,263	4,722,731		5,331,282	6,198,942			2021	323,000	22,500
End of Year Fund Balance	4,601,263	4,978,248	5,331,282		6,198,942	5,219,942			2022	201,800	108,300
									2023	77,500	35,000
									2024	72,000	41,000

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. 2018 Beginning fund balance restated to subtract \$255,517 due to implementation of new accounting standard for post employment benefits.

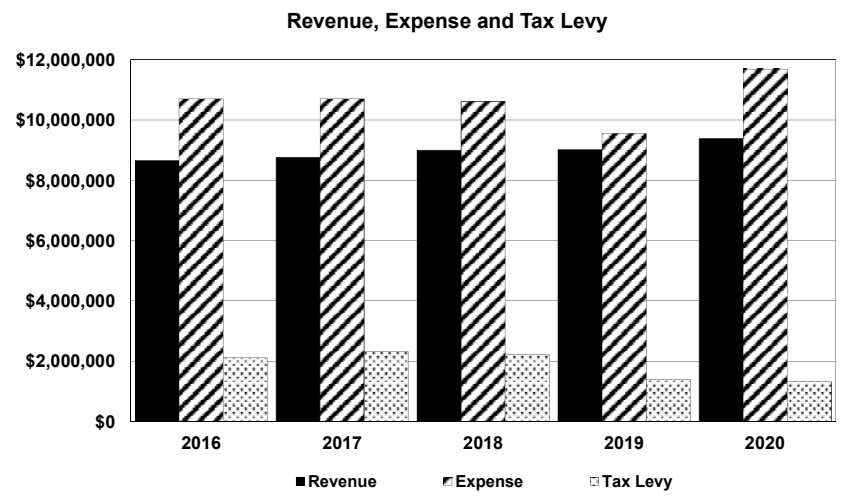
Home Care transferred to Health Care Center in 2015, then closed at the end of 2016.

2020 Highlights & Issues on the Horizon

Increase in projected revenues for HCC from 2019. Most significant impact was the approval of a 7% increase in daily Medicaid rates that was incorporated into the state's 2020 budget. Continued new contract negotiations resulting in increased revenue sources for the HCC.

Changes to capital outlay planned purchases and their funding sources resulted in more reliance on tax levy. The 2020 budget uses Certified Public Expenditure Medicaid (CPE) carryforward funds to fund \$214,000 of capital expenses for 2020 in place of tax levy dollars.

New payment model, Patient Driven Performance Method (PDPM), for Medicare Fee for Service beginning 10/01/2019 will impact future payments to HCC. Many unknown variables with this new payment system at this point in time. HCC is hopeful that given our metrics related to quality and patient care we will see an increase in revenues from Medicare. Continuous review of staffing and revision of staffing patterns that focus on Resident Centered Care Model and further development of the continuum of care campus. Continuation of meal preparation for the nutrition sites and meals on wheels to continue our mission of providing care and services to the elderly of Sauk County. CPE funds have provided for decrease to tax levy needs for HCC capital projects however these funds are not to be anticipated in future years as the overall Medicaid reimbursement rate has increased significantly. This may result in increased needs for levy dollars in the near future after these funds are depleted.



Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60007110 HCC ACCOUNTING ADMINISTRATIVE										
514100 FICA & MEDICARE TAX	321	253	321	304	95%	134	321	321	482	161
514600 WORKERS COMPENSATION	3	2	3	2	79%	1	2	2	4	2
515800 PER DIEM COMMITTEE	4,200	3,300	4,200	3,970	95%	1,750	4,200	4,200	6,300	2,100
522500 TELEPHONE	21,000	16,186	15,000	19,346	129%	9,974	18,000	18,000	18,000	0
531800 MIS DEPARTMENT CHARGEBACKS	70,455	72,274	88,789	60,568	68%	41,661	82,870	94,811	87,906	5,036
532200 SUBSCRIPTIONS	15,000	11,953	13,000	11,255	87%	5,313	13,000	13,000	13,000	0
533200 MILEAGE	1,800	1,462	1,800	1,451	81%	665	1,800	1,350	1,500	-300
537900 LICENSE RENEWALS	800	806	800	642	80%	0	800	0	0	-800
551100 INSURANCE-BLDGS/CONTENTS/EXTEN	6,750	8,429	6,750	9,814	145%	10,253	8,100	8,100	9,720	1,620
551200 INSURANCE-VEHICLE LIABILITY	1,300	2,902	1,300	2,168	167%	2,698	3,480	3,480	4,200	720
551600 INSURANCE-MONIES & SECURITIES	1,100	0	1,100	0	0%	0	1,100	1,100	1,100	0
551900 INSURANCE-GENERAL LIABILITY	17,209	26,376	17,209	27,194	158%	26,983	31,500	31,500	37,800	6,300
552100 OFFICIALS BONDS	0	1,064	0	1,064	0%	164	0	0	0	0
552400 INSURANCE-VOLUNTEERS	200	75	200	47	24%	47	200	200	200	0
554000 DEPRECIATION EXPENSE	480,000	461,610	480,000	463,029	96%	232,500	465,000	465,000	465,000	0
581900 CAPITAL OUTLAY	93,000	0	81,000	0	0%	42,771	181,900	0	315,100	133,200
TOTAL HCC ACCOUNTING ADMINISTRATIVE	713,138	606,693	711,472	600,855	84%	374,915	812,273	641,064	960,312	148,039
60007420 ACCOUNTING LABOR										
511100 SALARIES PERMANENT REGULAR	134,550	118,384	141,489	114,430	81%	60,470	144,525	144,525	150,473	5,948
511200 SALARIES-PERMANENT-OVERTIME	0	0	0	20	0%	0	0	0	0	0
511800 SALARIES-NONPRODUCTIVE	0	21,944	0	18,933	0%	9,529	0	0	0	0
511900 LONGEVITY-FULL TIME	998	998	1,058	775	73%	0	835	710	795	-40
514100 FICA & MEDICARE TAX	10,369	9,588	10,905	9,595	88%	4,945	11,120	11,120	11,572	452
514200 RETIREMENT-COUNTY SHARE	9,217	19,144	9,551	11,580	121%	4,585	9,521	9,521	10,211	690
514400 HEALTH INSURANCE COUNTY SHARE	35,889	46,071	47,696	39,144	82%	24,145	50,081	50,081	42,647	-7,434
514500 LIFE INSURANCE COUNTY SHARE	57	57	57	1,188	2084%	34	59	59	63	4
514600 WORKERS COMPENSATION	95	76	86	81	94%	35	73	73	91	18
TOTAL ACCOUNTING LABOR	191,175	216,262	210,842	195,745	93%	103,744	216,214	216,089	215,852	-362
60007425 ACCOUNTING OPERATIONS										
520900 CONTRACTED SERVICES	27,000	19,826	25,000	19,890	80%	12,620	25,000	25,000	25,000	0
531100 POSTAGE AND BOX RENT	4,500	2,546	5,000	6,854	137%	110	5,000	5,000	5,000	0
531200 OFFICE SUPPLIES AND EXPENSE	7,000	5,739	7,000	6,698	96%	3,252	7,000	7,000	7,000	0
532800 TRAINING AND INSERVICE	1,000	521	1,000	120	12%	413	1,000	1,000	1,000	0
533200 MILEAGE	200	0	100	0	0%	0	100	100	100	0
539800 EQUIPMENT LEASE	1,500	929	1,500	1,267	84%	549	1,000	1,000	1,250	250
561000 PRINCIPAL REDEMPTION	856,208	0	820,000	0	0%	0	855,000	0	820,000	-35,000
562000 INTEREST EXPENSE	392,782	374,134	355,573	356,272	100%	166,736	323,147	343,584	290,186	-32,961

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60007425 ACCOUNTING OPERATIONS										
563000 DEBT ISSUANCE COSTS	0	0	0	0	0%	0	0	60,849	0	0
TOTAL ACCOUNTING OPERATIONS	1,290,190	403,695	1,215,173	391,101	32%	183,681	1,217,247	443,533	1,149,536	-67,711
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	2,194,503	1,226,649	2,137,487	1,187,701	56%	662,339	2,245,734	1,300,686	2,325,700	79,966
-ADDITION TO / USE OF FUND BALANCE	2,194,503	1,226,649	2,137,487	1,187,701		662,339	2,245,734	1,300,686	2,325,700	
60011420 PERSONNEL LABOR										
511100 SALARIES PERMANENT REGULAR	51,479	45,302	53,607	32,859	61%	32,726	56,394	56,394	47,692	-8,702
511200 SALARIES-PERMANENT-OVERTIME	0	0	0	0	0%	123	0	0	0	0
511800 SALARIES-NONPRODUCTIVE	0	7,885	0	14,670	0%	3,813	0	0	0	0
511900 LONGEVITY-FULL TIME	360	360	380	380	100%	167	400	167	0	-400
514100 FICA & MEDICARE TAX	3,966	3,779	4,130	3,658	89%	2,643	4,345	4,345	3,648	-697
514200 RETIREMENT-COUNTY SHARE	3,525	7,515	3,617	4,561	126%	1,848	3,720	3,720	3,219	-501
514400 HEALTH INSURANCE COUNTY SHARE	15,031	15,243	15,899	16,511	104%	9,042	16,693	16,693	17,862	1,169
514500 LIFE INSURANCE COUNTY SHARE	48	48	48	962	2005%	14	49	49	8	-41
514600 WORKERS COMPENSATION	36	29	32	31	97%	18	28	28	29	1
TOTAL PERSONNEL LABOR	74,445	80,159	77,713	73,632	95%	50,395	81,629	81,396	72,458	-9,171
60011425 PERSONNEL OPERATIONS										
519200 PHYSICALS / OTHER BENEFITS	0	657	0	2,424	0%	0	0	0	0	0
520900 CONTRACTED SERVICES	7,000	5,900	6,000	5,765	96%	2,745	6,000	5,490	6,000	0
532600 ADVERTISING	7,000	1,268	5,000	1,206	24%	283	5,000	5,000	11,034	6,034
532800 TRAINING AND INSERVICE	300	0	200	0	0%	0	200	200	200	0
533200 MILEAGE	75	0	50	0	0%	0	50	50	50	0
536100 REFERENCE CHECKS	1,000	970	500	946	189%	735	500	1,500	1,000	500
TOTAL PERSONNEL OPERATIONS	15,375	8,794	11,750	10,340	88%	3,763	11,750	12,240	18,284	6,534
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	89,820	88,954	89,463	83,972	94%	54,159	93,379	93,636	90,742	-2,637
-ADDITION TO / USE OF FUND BALANCE	89,820	88,954	89,463	83,972		54,159	93,379	93,636	90,742	
60041 HOME CARE										
411100 GENERAL PROPERTY TAXES	-30,703	-30,703	-4,700	-4,700	100%	0	-4,700	-4,700	-4,700	0
455610 HOME CARE VETERANS ADMIN	0	350	0	0	0%	0	0	0	0	0
455645 HOME CARE PARTNERSHIP	0	-350	0	0	0%	0	0	0	0	0
481100 INTEREST ON INVESTMENTS	0	0	0	0	0%	0	0	0	0	0
492100 TRANSFER FROM GENERAL FUND	-115,440	0	0	0	0%	0	0	0	0	0

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL HOME CARE	-146,143	-30,703	-4,700	-4,700	100%	0	-4,700	-4,700	-4,700	0
60041420 HCC LABOR COSTS										
511100 SALARIES PERMANENT REGULAR	0	-1,275	0	0	0%	0	0	0	0	0
511800 FT WAGES NONPRODUCTIVE	0	152	0	0	0%	0	0	0	0	0
514100 FICA & MEDICARE TAX	0	23	0	0	0%	0	0	0	0	0
514200 RETIREMENT-COUNTY SHARE	0	44	0	0	0%	0	0	0	0	0
514400 HEALTH INSURANCE COUNTY SHARE	0	1,253	0	0	0%	0	0	0	0	0
514600 WORKERS COMPENSATION	0	0	0	0	0%	0	0	0	0	0
514800 UNEMPLOYMENT	115,440	0	0	0	0%	0	0	0	0	0
TOTAL HCC LABOR COSTS	115,440	197	0	0	0%	0	0	0	0	0
60041421 CERTIFIED NURSING ASSISTANTS										
514400 HEALTH INSURANCE COUNTY SHARE	0	255	0	0	0%	0	0	0	0	0
TOTAL CERTIFIED NURSING ASSISTANTS	0	255	0	0	0%	0	0	0	0	0
60041423 REGISTERED NURSES										
514400 HEALTH INSURANCE COUNTY SHARE	0	1,127	0	0	0%	0	0	0	0	0
TOTAL REGISTERED NURSES	0	1,127	0	0	0%	0	0	0	0	0
60041483 HOME NURSING PROGRAM										
520900 CONTRACTED SERVICES	0	2,250	0	0	0%	0	0	0	0	0
522500 TELEPHONE	0	1	0	0	0%	0	0	0	0	0
531100 POSTAGE AND BOX RENT	0	18	0	0	0%	0	0	0	0	0
531800 MIS DEPARTMENT CHARGEBACKS	30,703	29,637	4,700	4,772	102%	2,797	4,700	4,700	4,700	0
532600 ADVERTISING	0	9	0	0	0%	0	0	0	0	0
534200 MEDICAL SUPPLIES	0	2,727	0	0	0%	0	0	0	0	0
535100 VEHICLE FUEL / OIL	0	33	0	0	0%	0	0	0	0	0
554000 DEPRECIATION EXPENSE-HM CARE	0	13,860	0	13,860	0%	0	0	0	0	0
TOTAL HOME NURSING PROGRAM	30,703	48,535	4,700	18,632	396%	2,797	4,700	4,700	4,700	0
TOTAL DEPARTMENT REVENUE	-146,143	-30,703	-4,700	-4,700	100%	0	-4,700	-4,700	-4,700	0
TOTAL DEPARTMENT EXPENSE	146,143	50,114	4,700	18,632	396%	2,797	4,700	4,700	4,700	0
-ADDITION TO / USE OF FUND BALANCE	0	19,411	0	13,932		2,797	0	0	0	
60065421 NURSING CNA LABOR										
511100 SALARIES PERMANENT REGULAR	1,087,086	785,632	1,145,286	746,883	65%	384,620	1,176,881	1,176,881	1,203,245	26,364
511200 SALARIES-PERMANENT-OVERTIME	42,457	65,738	43,523	114,587	263%	76,717	44,869	140,000	58,855	13,986
511800 FT-WAGES NONPRODUCTIVE	0	161,237	0	134,732	0%	71,090	0	0	0	0

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60065421 NURSING CNA LABOR										
511900 LONGEVITY-FULL TIME	6,968	5,680	5,473	4,920	90%	282	5,305	5,305	3,759	-1,546
512100 WAGES-PART TIME	922,051	526,480	931,984	499,830	54%	200,476	936,599	0	921,327	-15,272
512200 WAGES-PART TIME-OVERTIME	18,795	65,505	19,007	95,474	502%	40,068	19,941	72,000	25,668	5,727
512800 PT WAGES NONPRODUCTIVE	0	70,262	0	67,367	0%	29,648	0	0	0	0
512900 LONGEVITY-PART TIME	2,059	1,621	1,725	1,653	96%	0	1,662	1,662	1,272	-390
514100 FICA & MEDICARE TAX	159,075	120,670	164,246	118,383	72%	57,532	167,172	167,172	169,381	2,209
514200 RETIREMENT-COUNTY SHARE	127,689	222,790	130,017	138,989	107%	47,360	131,112	131,112	136,591	5,479
514400 HEALTH INSURANCE COUNTY SHARE	650,175	506,174	654,908	491,989	75%	225,816	705,838	417,713	626,839	-78,999
514500 LIFE INSURANCE COUNTY SHARE	496	409	406	9,441	2325%	188	449	449	406	-43
514600 WORKERS COMPENSATION	25,785	16,692	24,476	19,064	78%	9,712	26,441	26,441	27,234	793
514800 UNEMPLOYMENT	7,000	3,739	7,000	3,931	56%	5,148	7,000	10,296	7,000	0
TOTAL NURSING CNA LABOR	3,049,636	2,552,630	3,128,051	2,447,243	78%	1,148,657	3,223,269	2,149,031	3,181,577	-41,692
60065422 LICENSED PRACTICAL NURSE LABOR										
511100 SALARIES PERMANENT REGULAR	112,543	90,553	116,652	88,461	76%	46,807	107,114	107,114	109,892	2,778
511200 SALARIES-PERMANENT-OVERTIME	1,217	3,781	1,256	4,863	387%	3,789	1,205	5,000	1,226	21
511800 SALARIES-NONPRODUCTIVE	0	25,206	0	11,840	0%	6,078	0	0	0	0
511900 LONGEVITY-FULL TIME	942	861	981	476	48%	0	516	516	576	60
512100 WAGES-PART TIME	291,903	240,630	295,408	172,987	59%	90,634	197,229	197,229	202,053	4,824
512200 WAGES-PART TIME-OVERTIME	5,892	14,999	5,690	20,461	360%	12,763	3,721	25,000	3,790	69
512800 WAGES PART TIME NONPRODUCTIVE	0	62,487	0	27,889	0%	13,058	0	0	0	0
512900 LONGEVITY-PART TIME	2,752	2,745	2,157	1,568	73%	0	1,213	0	1,292	79
514100 FICA & MEDICARE TAX	31,767	32,778	32,294	27,383	85%	12,629	23,791	23,791	24,391	600
514200 RETIREMENT-COUNTY SHARE	28,237	63,430	28,284	28,254	100%	11,340	20,371	20,371	21,521	1,150
514400 HEALTH INSURANCE COUNTY SHARE	92,636	97,265	107,717	54,031	50%	27,790	46,327	46,327	49,571	3,244
514500 LIFE INSURANCE COUNTY SHARE	345	350	379	3,807	1005%	85	160	160	169	9
514600 WORKERS COMPENSATION	5,149	4,464	4,812	4,265	89%	2,095	3,763	3,763	3,922	159
TOTAL LICENSED PRACTICAL NURSE LABOR	573,383	639,549	595,630	446,286	75%	227,068	405,410	429,271	418,403	12,993
60065423 REGISTERED NURSES LABOR										
511100 SALARIES PERMANENT REGULAR	425,417	351,619	436,954	367,816	84%	192,861	459,374	459,374	476,272	16,898
511200 SALARIES-PERMANENT-OVERTIME	2,817	11,014	2,882	17,572	610%	10,427	3,020	10,000	3,119	99
511800 SALARIES-NONPRODUCTIVE	0	79,487	0	60,238	0%	31,799	0	0	0	0
511900 LONGEVITY-FULL TIME	530	799	819	959	117%	0	902	902	1,199	297
512100 WAGES-PART TIME	584,606	497,552	596,143	534,798	90%	263,516	720,178	720,178	745,185	25,007
512200 WAGES-PART TIME-OVERTIME	7,893	29,828	8,019	34,578	431%	18,264	10,046	20,000	11,302	1,256
512800 WAGES PART TIME NONPRODUCTIVE	0	88,333	0	70,986	0%	56,100	0	0	0	0
512900 LONGEVITY-PART TIME	2,796	1,763	1,772	1,488	84%	0	1,284	0	1,512	228
514100 FICA & MEDICARE TAX	78,340	77,256	80,064	79,522	99%	41,488	91,402	91,402	94,752	3,350
514200 RETIREMENT-COUNTY SHARE	69,636	146,787	70,122	91,439	130%	36,935	78,260	78,260	83,605	5,345

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60065423 REGISTERED NURSES LABOR										
514400 HEALTH INSURANCE COUNTY SHARE	212,887	196,551	219,008	219,322	100%	116,030	269,810	269,810	259,899	-9,911
514500 LIFE INSURANCE COUNTY SHARE	453	361	327	6,559	2006%	182	324	324	330	6
514600 WORKERS COMPENSATION	12,699	10,557	11,931	12,560	105%	6,933	14,457	14,457	15,234	777
TOTAL REGISTERED NURSES LABOR	1,398,074	1,491,906	1,428,041	1,497,837	105%	774,535	1,649,057	1,664,707	1,692,409	43,352
60065424 HEALTH UNIT COORDINATOR										
511100 SALARIES PERMANENT REGULAR	65,341	45,710	66,248	35,802	54%	27,531	65,518	65,518	72,980	7,462
511200 SALARIES-PERMANENT-OVERTIME	236	0	238	0	0%	293	235	235	261	26
511800 SALARIES-NONPRODUCTIVE	0	13,804	0	4,718	0%	5,973	0	0	0	0
511900 LONGEVITY-FULL TIME	1,136	1,134	1,214	737	61%	0	765	765	905	140
514100 FICA & MEDICARE TAX	5,104	4,448	5,179	2,541	49%	2,220	5,089	5,089	5,672	583
514200 RETIREMENT-COUNTY SHARE	4,536	9,086	4,536	3,365	74%	2,214	4,357	4,357	5,005	648
514400 HEALTH INSURANCE COUNTY SHARE	30,063	30,207	31,797	22,069	69%	17,893	33,387	33,387	35,724	2,337
514500 LIFE INSURANCE COUNTY SHARE	22	23	18	167	930%	17	36	36	36	0
514600 WORKERS COMPENSATION	827	630	772	441	57%	409	805	805	912	107
TOTAL HEALTH UNIT COORDINATOR	107,265	105,041	110,002	69,840	63%	56,551	110,192	110,192	121,495	11,303
60065425 NURSING OPERATIONS										
520900 CONTRACTED SERVICES	0	421	0	0	0%	5,461	0	7,500	0	0
529100 PHARMACY SERVICES	2,000	0	1,000	175	18%	450	500	500	500	0
529200 PHARMACY EQUIPMENT RENTAL	1,000	0	500	100	20%	275	500	500	500	0
529300 SPEECH THERAPY	50,000	52,162	45,000	60,875	135%	25,199	55,000	55,000	55,000	0
529500 PHYSICAL THERAPY PURCHASE SVCS	140,000	164,227	145,000	161,396	111%	78,290	150,000	150,000	150,000	0
529550 PHYSICAL THERAPY SMALL EQUIP	2,000	0	1,500	0	0%	0	1,000	1,000	1,000	0
531400 SMALL EQUIPMENT	7,500	3,692	7,500	6,241	83%	945	5,000	5,000	5,000	0
532800 TRAINING AND INSERVICE	8,000	7,108	8,000	5,811	73%	4,199	8,000	8,000	8,000	0
533200 MILEAGE	1,200	262	1,000	380	38%	161	750	750	750	0
533900 TRANSPORTATION	0	9,510	5,000	4,842	97%	2,892	7,500	7,500	7,500	0
535900 EQUIPMENT AND MAINTENANCE	8,000	5,868	5,000	4,905	98%	3,472	5,000	5,000	5,000	0
538100 NON-CHARGEABLE SUPPLIES	80,000	67,139	80,000	65,457	82%	31,917	80,000	80,000	80,000	0
538101 NON-CHARGEABLE MEDICARE A	0	0	0	2,953	0%	0	0	0	0	0
538200 INCONTINENT SUPPLIES	50,000	45,417	50,000	46,185	92%	21,950	50,000	50,000	50,000	0
538300 OXYGEN EXPENSE	18,000	8,426	15,000	0	0%	2,196	12,000	12,000	12,000	0
538500 LAB & X-RAY & ANALGESICS	35,000	24,470	35,000	13,856	40%	8,748	30,000	30,000	30,000	0
538600 PHARMACY DRUGS	80,000	102,111	80,000	56,657	71%	40,991	80,000	80,000	80,000	0
538700 OTC DRUGS	20,000	22,846	20,000	28,658	143%	12,382	25,000	25,000	25,000	0
539800 EQUIPMENT LEASE	5,000	1,083	5,000	702	14%	3,198	2,500	5,000	5,000	2,500
TOTAL NURSING OPERATIONS	507,700	514,741	504,500	459,192	91%	242,726	512,750	522,750	515,250	2,500

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60065426 NURSING ADMINISTRATIVE										
511100 SALARIES PERMANENT REGULAR	38,472	32,241	40,072	31,085	78%	0	0	0	0	0
511200 SALARIES-PERMANENT-OVERTIME	0	227	0	28	0%	0	0	0	0	0
511800 FT WAGES NONPRODUCTIVE	0	7,768	0	7,088	0%	0	0	0	0	0
511900 LONGEVITY-FULL TIME	310	310	330	330	100%	0	0	0	0	0
514100 FICA & MEDICARE TAX	2,967	2,917	3,091	3,102	100%	0	0	0	0	0
514200 RETIREMENT-COUNTY SHARE	2,637	5,642	2,707	3,535	131%	0	0	0	0	0
514400 HEALTH INSURANCE COUNTY SHARE	5,826	6,665	6,162	15,965	259%	696	0	696	0	0
514500 LIFE INSURANCE COUNTY SHARE	21	21	21	411	1955%	-3	0	0	0	0
514600 WORKERS COMPENSATION	481	391	461	491	106%	0	0	0	0	0
514800 UNEMPLOYMENT	0	0	0	0	0%	0	19,240	0	0	-19,240
TOTAL NURSING ADMINISTRATIVE	50,714	56,182	52,844	62,036	117%	692	19,240	696	0	-19,240
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	5,686,772	5,360,049	5,819,068	4,982,433	86%	2,450,230	5,919,918	4,876,647	5,929,134	9,216
-ADDITION TO / USE OF FUND BALANCE	5,686,772	5,360,049	5,819,068	4,982,433		2,450,230	5,919,918	4,876,647	5,929,134	
60080 HEALTH CARE CENTER REVENUE										
425010 RM BRD MEDICARE A	-925,000	-1,129,010	-1,125,000	-862,869	77%	-532,178	-1,125,000	-962,288	-1,125,000	0
425020 RM BRD MEDICAID	-4,893,300	-4,348,715	-4,991,166	-4,701,325	94%	-2,372,808	-4,991,166	-4,750,000	-5,030,418	39,252
425030 RM BRD INSURANCE	-60,000	-121,393	-75,000	-32,627	44%	-9,735	-75,000	-50,000	-75,000	0
425040 RM BRD SWFA	-40,000	-348,797	-85,000	-245,507	289%	-118,295	-200,000	-250,000	-250,000	50,000
425050 RM BRD RPLCMT A	0	-33,930	-10,000	-49,412	494%	-20,603	-10,000	-35,000	-20,000	10,000
425200 CONTRACTUAL-MEDICARE A	120,000	73,705	120,000	44,029	37%	57,394	120,000	120,000	120,000	0
425220 CONTRACTUAL-RPLCMT A	0	1,400	0	11,650	0%	-3,320	0	-2,080	0	0
425250 MC COST REPORT SETTLEMENT	0	0	0	-1	0%	0	0	0	0	0
451650 COPIER/POSTAGE/MISC	-800	-243	-800	-223	28%	-84	-250	-250	-250	0
455200 SAUK CO HEALTH CARE CENTER	0	0	0	0	0%	15,480	0	0	0	0
455401 OUTPT PHYSICAL THER-MEDICARE B	-4,500	-4,466	-2,500	-14,382	575%	-8,872	-5,000	-5,000	-5,000	0
455405 OUTPT PHYSICAL THER-INS	0	-3	0	-1	0%	0	0	0	0	0
455411 OUTPT OCCUP THER-MEDICARE B	0	-2,630	-3,000	-1,820	61%	-4,110	-3,000	-3,000	-3,000	0
455421 OUTPT SPEECH THER-MEDICARE B	0	0	0	0	0%	-823	0	-1,000	0	0
465280 TRANSPORTATION REVENUE	-2,000	-7,507	-6,000	-4,813	80%	-1,977	-7,000	-7,000	-7,000	0
465290 RM BRD SELF PAY	-1,750,000	-1,343,966	-1,750,000	-1,363,658	78%	-741,993	-1,750,000	-1,450,000	-1,750,000	0
465300 RADIOLOGY MEDICARE A	-5,000	-4,208	-5,000	-3,932	79%	-1,781	-5,000	-3,562	-5,000	0
465310 PHARMACY MEDICARE A	-40,000	-53,014	-45,000	-40,963	91%	-23,946	-45,000	-42,900	-45,000	0
465311 PHARMACY-PRIVATE PAY	0	-17,183	0	-130	0%	0	0	0	0	0
465330 PHYSICAL THERAPY MEDICARE A	-275,000	-365,496	-300,000	-261,855	87%	-143,325	-300,000	-257,310	-300,000	0
465331 PHYSICAL THERAPY-MEDICARE B	-70,000	-98,265	-70,000	-143,263	205%	-43,057	-90,000	-69,584	-90,000	0
465332 PHYSICAL THERAPY-SELF PAY	-1,000	-94	-500	0	0%	0	0	0	0	0
465333 PHYSICAL THERAPY-MEDICAID	-2,000	-312	-1,000	-262	26%	0	-500	0	0	-500

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60080 HEALTH CARE CENTER REVENUE										
465334 PHYSICAL THERAPY-RPLC A	0	-9,270	-3,500	-13,050	373%	-6,030	-5,000	-5,000	-5,000	0
465335 PHYSICAL THERAPY-INS	-5,000	-2,376	-2,500	-5,459	218%	-2,070	-2,500	-2,500	-2,500	0
465336 PHYSICAL THERAPY-RPLC B	-3,000	-5,131	-4,000	-3,622	91%	0	-5,000	-2,500	-5,000	0
465337 PHYSICAL THERAPY-SWFA	-4,000	-5	-1,500	643	-43%	0	-1,500	-1,500	-1,500	0
465350 PSYCHIATRIC BILLING	-16,000	-14,653	-15,000	-12,929	86%	4	-15,000	5	0	-15,000
465355 CONTRACTUAL-PSYCHIATRIC BILLIN	7,000	7,564	7,000	6,623	95%	0	7,000	0	0	7,000
465370 OCC THERAPY MEDICARE A	-275,000	-369,630	-300,000	-267,885	89%	-144,270	-300,000	-258,570	-300,000	0
465371 OCC THERAPY MEDICARE B	-50,000	-84,643	-50,000	-148,297	297%	-53,809	-75,000	-87,867	-75,000	0
465373 OCC THERAPY MEDICAID	-250	-312	-500	-161	32%	0	-500	0	0	-500
465374 OCC THERAPY RPLCMT A	0	-10,080	-3,000	-13,455	449%	-6,165	-5,000	-5,000	-5,000	0
465375 OCC THERAPY INSURANCE	-5,000	-1,989	-5,000	-8,577	172%	-1,935	-5,000	-3,510	-5,000	0
465376 OCC THERAPY RPLCMNT B	-1,000	-5,155	-2,500	-2,395	96%	0	-3,000	-3,000	-3,000	0
465377 OCC THERAPY SWFA	-2,000	-5	0	-1,025	0%	0	0	0	0	0
465380 SPEECH THERAPY PART A	-45,000	-88,836	-50,000	-71,471	143%	-38,058	-60,000	-70,000	-60,000	0
465381 SPEECH THERAPY MEDICARE B	-30,000	-29,845	-30,000	-49,377	165%	-21,312	-30,000	-35,000	-30,000	0
465383 SPEECH THERAPY MEDICAID	-100	-114	-200	0	0%	0	-100	-100	-100	0
465384 SPEECH THERAPY RPLCMT A	0	-1,811	-2,000	-470	24%	-2,141	-1,000	-2,000	-1,000	0
465385 SPEECH THERAPY INSURANCE	-100	3	-100	-731	731%	-173	0	-173	0	0
465386 SPEECH THERAPY RPLCMT B	-1,250	-2,006	-1,250	-1,025	82%	0	-1,250	-1,250	-1,250	0
465387 SPEECH THERAPY SWFA	0	9	0	-27	0%	0	0	0	0	0
465400 BED TAX ASSESSMENT	167,280	153,340	167,280	167,280	100%	83,640	167,280	167,280	167,280	0
465405 BAD DEBT OUTPT MEDICARE B	0	-112	0	0	0%	0	0	0	0	0
465408 BAD DEBT OUTPT INS	0	111	0	0	0%	0	0	0	0	0
465410 BAD DEBT SWFA	5,000	12,557	5,000	-7,131	-143%	2,793	6,000	6,000	6,000	0
465411 BAD DEBT MEDICAID	7,500	190	7,500	376	5%	0	5,000	5,000	5,000	0
465412 BAD DEBT MEDICARE A	0	1,788	0	-1,788	0%	0	0	0	0	0
465413 BAD DEBT SELF PAY	10,000	1,439	10,000	20,489	205%	11	5,000	5,000	5,000	0
465414 BAD DEBT INSURANCE	5,000	4,244	5,000	-3,925	-79%	0	5,000	5,000	5,000	0
465415 BAD DEBT MEDICARE B	2,500	411	2,500	3,543	142%	93	1,000	1,000	1,000	0
465417 BAD DEBT MEDICARE RPLCMT	5,000	-4,409	5,000	11,382	228%	153	5,000	5,000	5,000	0
465418 BAD DEBT PSYCH SERVICES	0	1,256	0	742	0%	0	500	0	500	0
465420 LABORATORY	-15,000	-12,866	-15,000	-7,942	53%	-6,178	-12,000	-11,031	-12,000	0
465428 VACCINATIONS	-10,000	-8,152	-10,000	-9,126	91%	0	-7,500	-7,500	-7,500	0
465467 CONTRACTUAL MED B MPPR	7,500	22,447	7,500	38,364	512%	12,162	25,000	19,170	25,000	0
465469 CONTRACTUAL OP MED B MPPR	200	782	200	1,695	848%	1,609	500	1,000	500	0
465470 CONTRACTUAL MEDICAID	1,600,000	1,434,597	1,600,000	1,571,400	98%	838,529	1,500,000	1,500,000	1,500,000	0
465471 CONTRACTUAL SWFA	10,000	118,396	10,000	55,282	553%	46,524	20,000	40,000	20,000	0
465472 CONTRACTUAL MEDICARE B	40,000	67,165	40,000	101,118	253%	37,044	40,000	40,000	40,000	0
465473 CONTRACTUAL-MED B RPLCMT	1,000	3,860	1,000	1,663	166%	0	2,000	2,000	2,000	0
465475 CONTRACTUAL OUTPT MECICARE B	500	2,467	500	5,926	1185%	4,467	1,000	3,000	1,000	0
465510 LEVEL 1 SCREEN	-3,000	-4,290	-4,000	-3,960	99%	-1,980	-4,000	-3,360	-4,000	0

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60080 HEALTH CARE CENTER REVENUE										
465520 NA TRAINING	0	-401	0	-201	0%	-201	0	0	0	0
465531 INSURANCE CONTRACT ADJ	15,000	41,771	15,000	-2,922	-19%	-994	15,000	10,000	10,000	5,000
465550 GUEST MEALS	-7,000	-8,306	-8,000	-6,187	77%	-3,216	-8,000	-5,526	-8,000	0
474010 DEPARTMENTAL CHARGES	-195,000	-183,060	-195,000	-198,465	102%	-96,294	-195,000	-165,000	-195,000	0
481100 INTEREST ON INVESTMENTS	0	-4	0	-3	0%	-2	0	0	0	0
481250 INSURANCE INTEREST	0	-79	0	-13	0%	0	0	0	0	0
483100 GAIN/LOSS FIXED ASSETS DIV	0	763	0	1,441	0%	0	0	0	0	0
483310 BAKE SALES	-500	-500	-500	-557	111%	-450	-500	-500	-500	0
483330 CRAFT SALES	-100	-570	-100	-10	10%	-10	-500	-500	-500	0
483340 RECYCLING REVENUES	0	0	0	-174	0%	-165	0	-165	-150	150
483600 SALE OF COUNTY OWNED PROPERTY	0	0	0	0	0%	0	-3,500	-11,500	0	-3,500
484110 MISCELLANEOUS PUBLIC CHARGES	0	77	0	0	0%	0	0	0	0	0
485010 DONATIONS & CONTRIBUTIONS	0	-1,056	0	-1,000	0%	0	0	0	0	0
485020 GERIATRICS DONATIONS	-2,500	-3,917	-2,500	-2,885	115%	-1,246	-2,500	-2,500	-2,500	0
493160 USE OF RETAINED EARNINGS	-837,532	0	-730,000	0	0%	0	-798,000	0	-979,000	181,000
TOTAL HEALTH CARE CENTER REVENUE	-7,573,452	-6,782,469	-7,902,636	-6,529,639	83%	-3,313,705	-8,222,986	-6,645,071	-8,495,888	272,902
TOTAL DEPARTMENT REVENUE	-7,573,452	-6,782,469	-7,902,636	-6,529,639	83%	-3,313,705	-8,222,986	-6,645,071	-8,495,888	272,902
TOTAL DEPARTMENT EXPENSE	0	0	0	0	0%	0	0	0	0	0
-ADDITION TO / USE OF FUND BALANCE	-7,573,452	-6,782,469	-7,902,636	-6,529,639		-3,313,705	-8,222,986	-6,645,071	-8,495,888	
60084487 FOOT CLINIC										
531000 FOOT CLINIC EXPENSE	0	1,193	0	0	0%	0	0	0	0	0
TOTAL FOOT CLINIC	0	1,193	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	0	1,193	0	0	0%	0	0	0	0	0
-ADDITION TO / USE OF FUND BALANCE	0	1,193	0	0		0	0	0	0	
60085420 OCCUP THERAPY LABOR										
511100 SALARIES PERMANENT REGULAR	44,470	35,995	46,353	41,024	89%	20,057	48,819	48,819	50,849	2,030
511800 SALARIES-NONPRODUCTIVE	0	8,744	0	7,300	0%	3,926	0	0	0	0
511900 LONGEVITY-FULL TIME	782	782	802	802	100%	0	822	822	842	20
514100 FICA & MEDICARE TAX	3,462	3,069	3,607	3,183	88%	1,581	3,797	3,797	3,954	157
514200 RETIREMENT-COUNTY SHARE	3,077	6,628	3,159	4,174	132%	1,571	3,251	3,251	3,489	238
514400 HEALTH INSURANCE COUNTY SHARE	15,031	15,318	15,899	17,558	110%	9,042	16,693	16,693	17,862	1,169
514500 LIFE INSURANCE COUNTY SHARE	36	40	41	844	2060%	22	43	43	43	0
514600 WORKERS COMPENSATION	561	460	538	547	102%	290	601	601	636	35

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL OCCUP THERAPY LABOR	67,419	71,035	70,399	75,431	107%	36,490	74,026	74,026	77,675	3,649
60085425 OCCUP THERAPY OPERATIONS										
520900 CONTRACTED SERVICES	125,000	161,588	140,000	160,098	114%	73,127	140,000	155,000	140,000	0
531400 SMALL EQUIPMENT	3,500	2,671	3,500	2,967	85%	2,068	3,500	3,500	3,500	0
532800 TRAINING AND INSERVICE	1,500	81	1,000	79	8%	0	750	500	500	-250
533200 MILEAGE	100	0	100	0	0%	0	100	100	100	0
535900 EQUIPMENT AND MAINTENANCE	3,000	614	2,000	1,539	77%	45	1,500	1,500	1,500	0
TOTAL OCCUP THERAPY OPERATIONS	133,100	164,954	146,600	164,683	112%	75,241	145,850	160,600	145,600	-250
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	200,519	235,988	216,999	240,114	111%	111,730	219,876	234,626	223,275	3,399
-ADDITION TO / USE OF FUND BALANCE	200,519	235,988	216,999	240,114		111,730	219,876	234,626	223,275	
60086420 ACTIVITY THERAPY LABOR COSTS										
511100 SALARIES PERMANENT REGULAR	145,906	127,652	147,932	124,795	84%	61,844	147,749	147,749	153,959	6,210
511200 SALARIES-PERMANENT-OVERTIME	0	0	0	800	0%	1,466	0	1,500	0	0
511800 SALARIES-NONPRODUCTIVE	0	23,075	0	22,774	0%	9,003	0	0	0	0
511900 LONGEVITY-FULL TIME	1,602	1,602	1,662	1,694	102%	0	1,546	1,546	1,587	41
512100 WAGES-PART TIME	38,661	15,097	33,298	28,565	86%	15,901	34,075	34,075	35,652	1,577
512200 WAGES-PART TIME-OVERTIME	0	45	0	0	0%	94	0	0	0	0
512800 WAGES PART TIME NONPRODUCTIVE	0	6,508	0	3,623	0%	2,185	0	0	0	0
512900 LONGEVITY-PART TIME	352	329	349	80	23%	0	120	120	120	0
514100 FICA & MEDICARE TAX	14,269	12,282	14,018	14,051	100%	6,496	14,037	14,037	14,636	599
514200 RETIREMENT-COUNTY SHARE	12,684	25,148	12,277	15,497	126%	5,927	12,019	12,019	12,914	895
514400 HEALTH INSURANCE COUNTY SHARE	60,125	55,989	63,594	57,801	91%	28,241	56,550	56,550	60,509	3,959
514500 LIFE INSURANCE COUNTY SHARE	135	108	104	820	789%	12	23	23	24	1
514600 WORKERS COMPENSATION	2,313	1,708	2,089	2,239	107%	1,095	2,220	2,220	2,353	133
TOTAL ACTIVITY THERAPY LABOR COSTS	276,047	269,543	275,323	272,739	99%	132,265	268,339	269,839	281,754	13,415
60086425 ACTIVITY THERAPY OPERATIONS										
520900 CONTRACTED SERVICES	3,000	2,448	3,000	1,767	59%	371	3,000	1,800	3,000	0
531400 SMALL EQUIPMENT	300	213	250	70	28%	0	250	125	250	0
532200 SUBSCRIPTIONS	2,500	1,337	2,500	2,492	100%	807	2,500	2,400	2,500	0
532600 ADVERTISING	800	279	500	160	32%	0	500	250	500	0
532800 TRAINING AND INSERVICE	1,500	260	1,000	0	0%	774	1,000	1,000	1,000	0
534000 OPERATING/MEETING SUPPLIES	6,000	3,162	5,500	4,547	83%	1,377	5,000	5,000	5,000	0

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60086425 ACTIVITY THERAPY OPERATIONS										
535900 EQUIPMENT AND MAINTENANCE	500	0	500	0	0%	0	500	0	500	0
TOTAL ACTIVITY THERAPY OPERATIONS	14,600	7,699	13,250	9,037	68%	3,329	12,750	10,575	12,750	0
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	290,647	277,242	288,573	281,776	98%	135,594	281,089	280,414	294,504	13,415
-ADDITION TO / USE OF FUND BALANCE	290,647	277,242	288,573	281,776		135,594	281,089	280,414	294,504	
60087425 PHYSICIAN										
528700 PHYSICIANS SERVICES	12,000	10,200	12,000	10,200	85%	4,250	12,000	10,000	10,000	-2,000
529700 PSYCHIATRIST	6,000	5,700	6,000	5,118	85%	0	6,000	0	1,500	-4,500
532400 MEMBERSHIP DUES	500	0	0	0	0%	0	0	0	0	0
TOTAL PHYSICIAN	18,500	15,900	18,000	15,318	85%	4,250	18,000	10,000	11,500	-6,500
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	18,500	15,900	18,000	15,318	85%	4,250	18,000	10,000	11,500	-6,500
-ADDITION TO / USE OF FUND BALANCE	18,500	15,900	18,000	15,318		4,250	18,000	10,000	11,500	
60088420 SOCIAL WORKERS LABOR COSTS										
511100 SALARIES PERMANENT REGULAR	64,578	57,797	66,962	57,056	85%	30,333	70,418	70,418	72,985	2,567
511800 SALARIES-NONPRODUCTIVE	0	8,673	0	9,978	0%	4,523	0	0	0	0
511900 LONGEVITY-FULL TIME	260	260	280	280	100%	0	300	300	320	20
514100 FICA & MEDICARE TAX	4,960	4,660	5,144	4,783	93%	2,485	5,410	5,410	5,608	198
514200 RETIREMENT-COUNTY SHARE	4,409	9,328	4,505	5,849	130%	2,283	4,632	4,632	4,948	316
514400 HEALTH INSURANCE COUNTY SHARE	15,031	15,143	15,899	16,078	101%	9,042	16,693	16,693	17,862	1,169
514500 LIFE INSURANCE COUNTY SHARE	74	74	74	1,505	2033%	39	76	76	76	0
514600 WORKERS COMPENSATION	804	646	767	765	100%	422	856	856	902	46
TOTAL SOCIAL WORKERS LABOR COSTS	90,116	96,581	93,631	96,294	103%	49,127	98,385	98,385	102,701	4,316
60088425 SOCIAL WORKERS OPERATIONS										

Fund: HEALTH CARE CENTER										\$ Change
Department: ACCOUNTING	2017	2017	2018	2018	2018	2019	2019	2019	2020	2019
	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		Adopted To
	Budget		Budget		Used	Actual	Budget			2020
60088425 SOCIAL WORKERS OPERATIONS										
532800 TRAINING AND INSERVICE	1,000	564	1,000	1,104	110%	305	1,000	1,200	1,000	0
533200 MILEAGE	500	0	250	70	28%	0	250	175	250	0
TOTAL SOCIAL WORKERS OPERATIONS	1,500	564	1,250	1,174	94%	305	1,250	1,375	1,250	0
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	91,616	97,145	94,881	97,468	103%	49,432	99,635	99,760	103,951	4,316
-ADDITION TO / USE OF FUND BALANCE	91,616	97,145	94,881	97,468		49,432	99,635	99,760	103,951	
60089420 MEDICAL RECORDS LABOR COSTS										
511100 SALARIES PERMANENT REGULAR	92,296	83,185	92,101	83,498	91%	44,007	96,982	96,982	100,964	3,982
511800 SALARIES-NONPRODUCTIVE	0	6,862	0	10,615	0%	4,346	0	0	0	0
511900 LONGEVITY-FULL TIME	1,676	968	936	936	100%	0	976	976	1,016	40
514100 FICA & MEDICARE TAX	7,189	8,261	7,117	6,845	96%	3,525	7,494	7,494	7,801	307
514200 RETIREMENT-COUNTY SHARE	4,103	8,217	3,948	5,151	130%	2,007	4,067	4,067	4,358	291
514400 HEALTH INSURANCE COUNTY SHARE	20,858	28,189	31,797	37,473	118%	18,085	33,387	33,387	35,724	2,337
514500 LIFE INSURANCE COUNTY SHARE	71	8	71	264	372%	8	16	16	16	0
514600 WORKERS COMPENSATION	66	62	56	56	100%	24	49	49	61	12
TOTAL MEDICAL RECORDS LABOR COSTS	126,259	135,752	136,026	144,840	106%	72,003	142,971	142,971	149,940	6,969
60089425 MEDICAL RECORDS OPERATIONS										
520900 CONTRACTED SERVICES	1,500	0	1,000	0	0%	0	1,000	1,000	1,000	0
531400 SMALL EQUIPMENT	250	0	250	63	25%	0	250	250	250	0
532200 SUBSCRIPTIONS	250	0	250	0	0%	0	100	100	100	0
532800 TRAINING AND INSERVICE	750	574	750	539	72%	323	750	750	750	0
533200 MILEAGE	150	106	150	54	36%	0	150	100	100	-50
TOTAL MEDICAL RECORDS OPERATIONS	2,900	680	2,400	655	27%	323	2,250	2,200	2,200	-50
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	129,159	136,432	138,426	145,495	105%	72,326	145,221	145,171	152,140	6,919
-ADDITION TO / USE OF FUND BALANCE	129,159	136,432	138,426	145,495		72,326	145,221	145,171	152,140	
60092420 KITCHEN LABOR COSTS										
511100 SALARIES PERMANENT REGULAR	183,430	192,753	191,113	197,414	103%	100,630	198,839	198,839	206,904	8,065
511200 SALARIES-PERMANENT-OVERTIME	879	7,248	914	8,317	910%	2,661	888	5,000	908	20

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60092420 KITCHEN LABOR COSTS										
511800 SALARIES-NONPRODUCTIVE	0	24,450	0	24,584	0%	14,958	0	0	0	0
511900 LONGEVITY-FULL TIME	679	861	719	777	108%	0	367	400	647	280
512100 WAGES-PART TIME	221,706	181,178	229,888	178,287	78%	94,202	237,619	237,619	243,892	6,273
512200 WAGES-PART TIME-OVERTIME	0	6,219	0	7,095	0%	3,406	0	7,000	0	0
512800 WAGES PART TIME NONPRODUCTIVE	0	22,718	0	17,486	0%	8,702	0	0	0	0
512900 LONGEVITY-PART TIME	858	390	352	395	112%	0	611	611	527	-84
514100 FICA & MEDICARE TAX	31,178	31,494	32,358	31,601	98%	15,998	33,532	33,532	34,645	1,113
514200 RETIREMENT-COUNTY SHARE	27,713	62,493	28,340	37,371	132%	14,650	28,710	28,710	30,569	1,859
514400 HEALTH INSURANCE COUNTY SHARE	125,145	135,968	142,102	129,039	91%	67,559	152,957	152,957	134,866	-18,091
514500 LIFE INSURANCE COUNTY SHARE	74	77	78	997	1278%	35	88	88	49	-39
514600 WORKERS COMPENSATION	5,054	4,334	4,822	5,114	106%	2,717	5,304	5,304	5,570	266
TOTAL KITCHEN LABOR COSTS	596,716	670,183	630,686	638,477	101%	325,518	658,915	670,060	658,577	-338
60092425 KITCHEN OPERATIONS										
520900 CONTRACTED SERVICES	20,000	11,681	17,500	10,748	61%	2,136	15,000	11,000	12,500	-2,500
532800 TRAINING AND INSERVICE	1,500	433	1,000	398	40%	306	1,000	750	1,000	0
534300 FOOD	400,000	326,753	400,000	330,496	83%	175,245	400,000	375,000	400,000	0
535900 EQUIPMENT AND MAINTENANCE	5,900	4,759	5,900	8,280	140%	1,376	6,000	7,500	7,500	1,500
539000 DIETARY SUPPLIES	20,000	14,563	16,000	21,594	135%	9,533	15,000	21,674	20,000	5,000
TOTAL KITCHEN OPERATIONS	447,400	358,190	440,400	371,516	84%	188,597	437,000	415,924	441,000	4,000
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	1,044,116	1,028,373	1,071,086	1,009,993	94%	514,114	1,095,915	1,085,984	1,099,577	3,662
-ADDITION TO / USE OF FUND BALANCE	1,044,116	1,028,373	1,071,086	1,009,993		514,114	1,095,915	1,085,984	1,099,577	
60093420 MAINTENANCE LABOR COSTS										
511100 SALARIES PERMANENT REGULAR	151,271	111,207	148,575	106,982	72%	65,805	148,339	148,339	153,541	5,202
511200 SALARIES-PERMANENT-OVERTIME	278	388	289	276	95%	85	304	275	315	11
511800 SALARIES-NONPRODUCTIVE	0	26,287	0	11,093	0%	7,316	0	0	0	0
511900 LONGEVITY-FULL TIME	1,586	1,535	1,626	1,003	62%	0	993	993	1,013	20
512100 WAGES-PART TIME	38,777	31,710	40,375	41,376	102%	17,213	38,235	38,235	39,825	1,590
512800 WAGES PART TIME NONPRODUCTIVE	0	6,968	0	5,950	0%	1,598	0	0	0	0
512900 LONGEVITY-PART TIME	195	195	215	215	100%	0	235	235	255	20
514100 FICA & MEDICARE TAX	14,696	15,055	14,617	11,922	82%	6,696	14,390	14,390	14,914	524
514200 RETIREMENT-COUNTY SHARE	13,063	25,653	12,803	13,491	105%	6,027	12,321	12,321	13,159	838
514400 HEALTH INSURANCE COUNTY SHARE	50,921	48,828	53,858	41,267	77%	25,094	66,773	50,000	49,571	-17,202
514500 LIFE INSURANCE COUNTY SHARE	194	184	212	1,602	755%	45	128	90	87	-41
514600 WORKERS COMPENSATION	2,382	2,023	2,179	1,855	85%	1,113	2,276	2,276	2,398	122

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL MAINTENANCE LABOR COSTS	273,363	270,033	274,749	237,031	86%	130,991	283,994	267,154	275,078	-8,916
60093425 MAINTENANCE OPERATIONS										
520900 CONTRACTED SERVICES	30,000	31,367	30,000	33,602	112%	14,767	32,500	32,500	32,500	0
522100 WATER TREATMENT	20,000	22,514	20,000	19,666	98%	10,914	23,000	21,500	23,000	0
522200 ELECTRIC	120,000	118,481	120,000	120,649	101%	42,973	120,000	100,000	100,000	-20,000
522400 GAS (HEATING)	55,000	39,401	45,000	45,608	101%	28,454	55,000	56,000	55,000	0
522600 FUEL OIL	15,000	6,498	15,000	8,691	58%	3,336	10,000	9,000	10,000	0
522901 UTILITIES-SOLAR	0	0	0	0	0%	8,800	0	17,600	21,754	21,754
525000 BLDG/PROPERTY MAINT AND REPAIR	22,000	17,184	22,000	14,639	67%	7,256	22,000	19,000	22,000	0
531400 SMALL EQUIPMENT	3,000	1,420	3,000	1,288	43%	468	3,000	1,500	3,000	0
532800 TRAINING AND INSERVICE	0	947	600	0	0%	0	600	400	500	-100
533200 MILEAGE	0	0	0	76	0%	0	0	0	0	0
534000 OPERATING/MEETING SUPPLIES	6,000	5,137	4,500	6,257	139%	-6,973	4,500	6,500	4,500	0
535200 VEHICLE MAINTENANCE AND REPAIR	2,000	1,064	750	886	118%	729	1,000	1,000	1,000	0
535900 EQUIPMENT AND MAINTENANCE	4,500	1,319	4,500	5,688	126%	781	4,500	4,500	4,500	0
TOTAL MAINTENANCE OPERATIONS	277,500	245,333	265,350	257,051	97%	111,507	276,100	269,500	277,754	1,654
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	550,863	515,367	540,099	494,083	91%	242,498	560,094	536,654	552,832	-7,262
-ADDITION TO / USE OF FUND BALANCE	550,863	515,367	540,099	494,083		242,498	560,094	536,654	552,832	
60094420 HOUSEKEEPING LABOR COSTS										
511100 SALARIES PERMANENT REGULAR	242,316	200,930	251,264	197,646	79%	114,048	263,715	263,715	273,535	9,820
511200 SALARIES-PERMANENT-OVERTIME	1,604	4,993	1,665	5,695	342%	3,534	1,752	5,000	1,827	75
511800 SALARIES-NONPRODUCTIVE	0	37,145	0	34,543	0%	12,681	0	0	0	0
511900 LONGEVITY-FULL TIME	2,796	2,216	1,982	1,817	92%	0	1,850	1,850	2,122	272
512100 WAGES-PART TIME	115,062	109,536	120,174	100,414	84%	44,184	105,911	105,911	109,498	3,587
512200 WAGES-PART TIME-OVERTIME	392	3,320	413	3,084	747%	1,128	434	2,500	453	19
512800 WAGES PART TIME NONPRODUCTIVE	0	15,661	0	11,941	0%	6,336	0	0	0	0
512900 LONGEVITY-PART TIME	321	394	377	395	105%	0	301	301	396	95
514100 FICA & MEDICARE TAX	27,731	26,504	28,755	24,865	86%	12,474	28,609	28,609	29,669	1,060
514200 RETIREMENT-COUNTY SHARE	24,650	54,074	25,184	31,435	125%	11,915	24,494	24,494	26,178	1,684
514400 HEALTH INSURANCE COUNTY SHARE	122,698	165,117	177,475	160,640	91%	85,557	169,651	169,651	192,467	22,816
514500 LIFE INSURANCE COUNTY SHARE	142	95	101	1,866	1847%	47	105	105	105	0
514600 WORKERS COMPENSATION	4,495	3,775	4,285	4,131	96%	2,201	4,525	4,525	4,770	245
TOTAL HOUSEKEEPING LABOR COSTS	542,207	623,760	611,675	578,472	95%	294,105	601,347	606,661	641,020	39,673
60094425 HOUSEKEEPING OPERATIONS										
520900 CONTRACTED SERVICES	1,500	1,120	1,500	1,159	77%	598	1,500	1,200	1,500	0

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60094425 HOUSEKEEPING OPERATIONS										
531400 SMALL EQUIPMENT	1,500	-88	1,500	0	0%	0	1,500	1,500	1,500	0
532800 TRAINING AND INSERVICE	500	0	250	0	0%	298	250	298	250	0
533200 MILEAGE	75	0	0	0	0%	0	0	0	0	0
534000 OPERATING/MEETING SUPPLIES	55,000	50,088	48,500	52,165	108%	27,060	52,500	53,000	52,500	0
535000 REPAIRS AND MAINTENANCE	2,300	2,925	2,500	2,909	116%	3,260	3,000	5,000	5,000	2,000
539700 LAUNDRY, LINENS & BEDDING	6,500	6,088	6,500	-7,285	-112%	3,057	6,000	6,000	6,000	0
TOTAL HOUSEKEEPING OPERATIONS	67,375	60,133	60,750	48,948	81%	34,273	64,750	66,998	66,750	2,000
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	609,582	683,893	672,425	627,421	93%	328,378	666,097	673,659	707,770	41,673
-ADDITION TO / USE OF FUND BALANCE	609,582	683,893	672,425	627,421		328,378	666,097	673,659	707,770	
60097 HEALTH CARE NON-OPER REVENUE										
411100 GENERAL PROPERTY TAXES	-2,282,907	-2,282,907	-2,216,942	-2,216,942	100%	-693,307	-1,381,914	-1,381,914	-1,316,511	-65,403
424150 ITP REIMBURSEMENT	-730,000	-740,166	-726,877	-1,175,562	162%	-396,143	-730,000	-730,000	-800,000	70,000
481100 INTEREST ON INVESTMENTS	-4,600	-15,267	-7,000	-38,098	544%	-3,500	-7,000	-40,000	-40,000	33,000
489011 COUNTY CONTRIB CAPITAL REVENUE	0	-18,987	0	-85,852	0%	0	0	0	0	0
492100 TRANSFER FROM GENERAL FUND	-1,206,048	-1,206,048	-1,617,167	-1,168,167	72%	-978,184	-1,191,241	-1,608,753	-1,033,810	-157,431
TOTAL HEALTH CARE NON-OPER REVENUE	-4,223,555	-4,263,375	-4,567,986	-4,684,620	103%	-2,071,133	-3,310,155	-3,760,667	-3,190,321	-119,834
60097425 NON-OPERATING REV/EXP										
563000 DEBT ISSUANCE COSTS	0	78,516	0	0	0%	0	0	0	0	0
564000 DEBT PREMIUM AMORTIZATION	-42,942	-60,882	-43,406	-43,406	100%	-21,703	-43,406	-57,143	-76,376	-32,970
TOTAL NON-OPERATING REV/EXP	-42,942	17,634	-43,406	-43,406	100%	-21,703	-43,406	-57,143	-76,376	-32,970
60097900 TRANSFERS TO OTHER FUNDS										
591000 TRANSFER TO GENERAL FUND	734,600	755,433	733,877	1,213,660	165%	3,500	7,000	40,000	40,000	33,000
TOTAL TRANSFERS TO OTHER FUNDS	734,600	755,433	733,877	1,213,660	165%	3,500	7,000	40,000	40,000	33,000
TOTAL DEPARTMENT REVENUE	-4,223,555	-4,263,375	-4,567,986	-4,684,620	103%	-2,071,133	-3,310,155	-3,760,667	-3,190,321	-119,834
TOTAL DEPARTMENT EXPENSE	691,658	773,067	690,471	1,170,254	169%	-18,203	-36,406	-17,143	-36,376	30
-ADDITION TO / USE OF FUND BALANCE	-3,531,897	-3,490,308	-3,877,515	-3,514,366		-2,089,336	-3,346,561	-3,777,810	-3,226,697	
60098420 ADMINISTRATION - LABOR										
511100 SALARIES PERMANENT REGULAR	142,737	134,209	148,494	128,731	87%	64,255	152,927	152,927	158,798	5,871
511800 SALARIES-NONPRODUCTIVE	0	13,587	0	17,175	0%	10,700	0	0	0	0
511900 LONGEVITY-FULL TIME	800	829	869	866	100%	0	598	578	618	20
514100 FICA & MEDICARE TAX	10,981	10,328	11,426	11,172	98%	5,439	11,745	11,745	12,195	450

Fund: HEALTH CARE CENTER	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: ACCOUNTING	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
60098420 ADMINISTRATION - LABOR										
514200 RETIREMENT-COUNTY SHARE	9,761	20,762	10,007	12,529	125%	4,910	10,056	10,056	10,761	705
514400 HEALTH INSURANCE COUNTY SHARE	20,858	21,297	22,061	44,319	201%	18,085	33,387	33,387	35,724	2,337
514500 LIFE INSURANCE COUNTY SHARE	57	61	62	650	1048%	13	24	24	24	0
514600 WORKERS COMPENSATION	1,196	967	1,141	1,147	101%	622	1,267	1,267	1,340	73
TOTAL ADMINISTRATION - LABOR	186,390	202,040	194,060	216,590	112%	104,023	210,004	209,984	219,460	9,456
60098425 ADMINISTRATION-OPERATIONS										
524000 MISCELLANEOUS EXPENSES	5,000	934	5,000	410	8%	0	5,000	4,000	5,000	0
532800 TRAINING AND INSERVICE	5,000	4,372	5,000	1,386	28%	1,210	5,000	2,500	5,000	0
533200 MILEAGE	2,000	1,853	2,000	1,362	68%	246	2,000	1,500	2,000	0
TOTAL ADMINISTRATION-OPERATIONS	12,000	7,159	12,000	3,159	26%	1,456	12,000	8,000	12,000	0
60098427 HCC BUILDING PROJECT										
514100 FICA & MEDICARE TAX	61	0	184	0	0%	0	184	0	0	-184
514600 WORKERS COMPENSATION	1	0	0	0	0%	0	1	0	0	-1
515800 PER DIEM COMMITTEE	800	0	2,400	0	0%	0	2,400	0	0	-2,400
TOTAL HCC BUILDING PROJECT	862	0	2,584	0	0%	0	2,585	0	0	-2,585
60098428 ASSISTED LIVING										
581900 CAPITAL OUTLAY	0	0	485,000	36,000	7%	0	0	0	0	0
TOTAL ASSISTED LIVING	0	0	485,000	36,000	7%	0	0	0	0	0
TOTAL DEPARTMENT REVENUE	0	0	0	0	0%	0	0	0	0	0
TOTAL DEPARTMENT EXPENSE	199,252	209,199	693,644	255,748	37%	105,479	224,589	217,984	231,460	6,871
-ADDITION TO / USE OF FUND BALANCE	199,252	209,199	693,644	255,748		105,479	224,589	217,984	231,460	
TOTAL FUND REVENUE	-11,943,150	-11,076,547	-12,475,322	-11,218,959	90%	-5,384,838	-11,537,841	-10,410,438	-11,690,909	153,068
TOTAL FUND EXPENSE	11,943,150	10,699,565	12,475,322	10,610,408	85%	4,715,123	11,537,841	9,542,778	11,690,909	153,068
-ADDITION TO / USE OF FUND BALANCE	0	-376,982	0	-608,551		-669,715	0	-867,660	0	

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
Promote safe community
Encourage economic development
Development of cultural, social, and community values
Stewardship of natural resources

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Criminal Justice Coordinating Council and stepping up initiative
General Government - Cooperation
Health and Human Services - Commitment to Health Care Center
Health and Human Services - Peer learning groups
Health and Human Services - Visiting nurses / home health care / isolated individuals
Health and Human Services - Medical assisted treatment program
Health and Human Services - Comprehensive community services
Justice & Public Safety - Diversion programs / alternatives to incarceration
Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry
Outside Issues - Affordable/low income housing
Outside Issues - Homelessness

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	Ongoing
Prudent fiscal management	Fiscal performance equal or less than budget.	Finish 2020 within budgeted tax levy through Manager's monthly monitoring of revenues and expenditures	Ongoing
Manage Alternate Care placements	Alternative Care placement expenses will stay within budget	Stay within budget through careful coordinated review of all proposed placements	Ongoing
Continued development of the electronic record	Maintain and enhance electronic record	Maintain Electronic Records implementation schedule	Ongoing
Bring Crisis Coverage internal rather than contract with an outside agency.	Continued diversion of hospitalizations and stakeholder satisfaction with services.	Maintain crisis standards and coverage	Ongoing
Move Adult Protective Services under Mental Health and Recovery Services.	Consumers are being diagnosed and treated for underlying symptoms at the front end.	The consumers being seen are having increasing substance and mental health issues. Moving staff to MHRS will allow for them to collaborate with SU, OP and Crisis staff in a more collaborative manner.	12/31/2020

Human Services

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
MENTAL HEALTH AND RECOVERY SERVICES (MHRS)	Provides mental health and substance abuse counseling.	Wis Stats 51 Admin Code Department of Health Services Chapters 34, 36, 75	User Fees/Other Revenues	\$448,556	9.98	Substance Use: Number of Medically Assisted Treatment and Substance Use consumers vs the number of residential placements. Mental Health Outpatient: Psychiatry - number of consumers (both children and adults) served vs those not seen in six months.
			Grants	\$437,395		
			Transfer from General Fund	\$19,040		
			TOTAL REVENUES	\$904,991		
			Wages & Benefits	\$930,294		
			Operating Expenses	\$1,634,204		
			TOTAL EXPENSES	\$2,564,498		
			COUNTY LEVY	\$1,659,506		
CRISIS	Provides emergency services to mental health and alcohol and other drug abuse (AODA) area	Wis Stats 51	User Fees/Other Revenues	\$337,816	12.53	Crisis: number of Crisis face to face contacts vs number of cases diverted from hospitalization.
			Grants	\$609,194		
			TOTAL REVENUES	\$947,010		
			Wages & Benefits	\$1,136,376		
			Operating Expenses	\$366,983		
			TOTAL EXPENSES	\$1,503,359		
COUNTY LEVY	\$556,349					
INTEGRATED SERVICES PROGRAM	Recovery based community, mental health and substance abuse services		User Fees/Other Revenues	\$7,474,807	12.72	Comprehensive Community Services: for children, the number enrolled in CCS vs the Institutional placement rate. For adults, the number enrolled in CCS vs the Institutional and CBRF rate.
			Grants	\$60,000		
			TOTAL REVENUES	\$7,534,807		
			Wages & Benefits	\$1,204,635		
			Operating Expenses	\$6,478,518		
			TOTAL EXPENSES	\$7,683,153		
COUNTY LEVY	\$148,346					
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	\$42,106	15.22	
			Grants	\$1,144,042		
			TOTAL REVENUES	\$1,186,148		
			Wages & Benefits	\$1,056,575		
			Operating Expenses	\$357,187		
			TOTAL EXPENSES	\$1,413,762		
COUNTY LEVY	\$227,614					
BIRTH-TO-3 (B-3)	Therapy services for developmentally delayed children aged birth to three	46/51	User Fees/Other Revenues	\$151,341	4.69	
			Grants	\$181,976		
			TOTAL REVENUES	\$333,317		
			Wages & Benefits	\$412,148		
			Operating Expenses	\$423,953		
			TOTAL EXPENSES	\$836,101		
COUNTY LEVY	\$502,784					
CHILDREN LONG TERM SUPPORT (CLTS)	Provides care management and support services for disabled children and their families.	46/51	User Fees/Other Revenues	\$69,823	6.55	Children's Long Term Support: Number of admitted cases vs the Institutional placement rate.
			Grants	\$828,328		
			TOTAL REVENUES	\$898,151		
			Wages & Benefits	\$590,457		
			Operating Expenses	\$531,242		
			TOTAL EXPENSES	\$1,121,699		
COUNTY LEVY	\$223,548					

Human Services

COMMUNITY SUPPORT PROGRAM (CSP)	Community based services for individuals with severe to persistent mental illness	51	User Fees/Other Revenues	\$914,762	18.40	Community Support Program: Number of cases in CSP vs the Institutional placement rate/CBRF placement rate.
			Grants	\$644,292		
			TOTAL REVENUES	\$1,559,054		
			Wages & Benefits	\$1,602,571		
			Operating Expenses	\$744,921		
			TOTAL EXPENSES	\$2,347,492		
			COUNTY LEVY	\$788,438		
ADULT PROTECTIVE SERVICES (APS)	Provides adult protective services and care management and support services for vulnerable adults.	51/55	User Fees/Other Revenues	\$45,132	4.74	Adult Protective Services: Number of cases screened in vs the Institutional placement rate.
			Grants	\$215,636		
			TOTAL REVENUES	\$260,768		
			Wages & Benefits	\$470,398		
			Operating Expenses	\$286,505		
			TOTAL EXPENSES	\$756,903		
			COUNTY LEVY	\$496,135		
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	\$132,818	21.11	Child Protective Services: Number of cases screened in vs out of home care rate.
			Grants	\$1,197,941		
			Transfer from General Fund	\$24,080		
			TOTAL REVENUES	\$1,354,839		
			Wages & Benefits	\$1,821,010		
			Operating Expenses	\$1,441,265		
			TOTAL EXPENSES	\$3,262,275		
			COUNTY LEVY	\$1,907,436		
YOUTH 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	\$22,733	8.35	Youth Justice: Number of cases screened in vs the out of home care placements.
			Grants	\$864,465		
			Transfer from General Fund	\$12,880		
			TOTAL REVENUES	\$900,078		
			Wages & Benefits	\$749,498		
			Operating Expenses	\$950,224		
			TOTAL EXPENSES	\$1,699,722		
			COUNTY LEVY	\$799,644		
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	\$0	-	
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$0		
			Operating Expenses	\$510,849		
			TOTAL EXPENSES	\$510,849		
			COUNTY LEVY	\$510,849		
Totals			TOTAL REVENUES	\$15,879,163	114.29	
			TOTAL EXPENSES	\$23,699,811		
			COUNTY LEVY	\$7,820,648		
Costs Reflected in Other Department Budgets						
Other Departments	*The Department of Human Services (DHS) budget reflects activities over which DHS has responsibility. Building service costs related to the DHS Reedsburg 6th Street location are recorded in other County budgets.		Operating Expenses	\$64,734		
			Capital Outlay	\$0		
			TOTAL EXPENSES	\$64,734		
			COUNTY LEVY	\$64,734		
Total with Other Department Expenses			TOTAL REVENUES	\$15,879,163	114.29	
			TOTAL EXPENSES	\$23,764,545		
			COUNTY LEVY	\$7,885,382		

Human Services

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Mental Health and Recovery Services Clients Served	1668	1700	1700
Mental Health and Recovery Services Intakes - walk in	237	400	500
Mental Health and Recovery Services Intakes - call volume	1200	1200	1200
Crisis Intervention - number of crisis intervention hours (Assessment/Intake and Follow-up)	2875	3332	3400
MAT Grant Admissions (8/1/18-7/31/19) and (8/1/19-7/31/20)		99	99
Youth Justice Clients Served	234	266	266
CPS, Kinship, Resource, CSSW, FCF, Investigation Clients Served	663	676	676
Adult Protective Services Clients Served	426	450	450
Children's Long Term Support & Birth-to-three Clients Served	501	525	525
Community Support Clients Served	161	165	168
Average Economic Support Caseload	6576	6700	6700

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Child Protective Services (CPS): Number of cases screened in vs out of home care rate.	The goal for screened in cases is to keep the child in the home rather than removing and placing in out of home care. The more cases screened in, the more likely the out of home care rate will increase thus affecting our budget.	Cases screened in = 261. Out of home care rate = 37.1	Cases screened in = 216. Out of home care rate = 35.2	Cases screened in = 216. Out of home care rate = 30
Adult Protective Services (APS): Number of cases screened in vs the Institutional placement rate.	Human Services continues to see a rise in APS cases due to dementia and the Opioid Crisis. Those more difficult cases can lead to high cost placements like Institutions.	Cases screened in = 242. Institutional placement rate = 7	Cases screened in = 200. Institutional placements = 7	Cases screened in = 220. Institutional placements = 7
Youth Justice: Number of cases screened in vs the out of home care placements.	The more cases screened in the more likely of an out of home placement. If an out of home placement does occur, the goal of the staff is to place in the least restrictive if possible as the cost is less and to work to get the youth home.	Cases screened in = 141 Out of home care placements = 12	Cases screened in = 175 Out of home placements = 12	Cases screened in = 150 Out of home placements = 12
Community Support Program (CSP): Number of cases in CSP vs the out of home placement rate.	The CSP program is continually seeing an increase in their CBRF placement rate. These are consumers who are not able to stay in the community. CSP works to get these consumers in less restrictive, meaning less costs placements like Adult Family Homes or Residential Care Apartments. We are also moving appropriate CSP consumers to CCS when possible. If a CSP client is placed in a CBRF or Institution, County Levy picks up the majority of this cost.	CSP cases = 149 Out of home placements = 19 Institutional placements = 7	CSP cases = 125 Out of home placements = 15 Institutional placements = 3	CSP cases = 125 Out of home placements = 15 Institutional placements = 3
Children's Long Term Support (CLTS): Number of admitted cases vs the Institutional placement rate.	When a CLTS client is placed in an institution, the child is no longer funded with CLTS funds and the cost of the child is now put on County Levy. As more cases are admitted to this program, the likelihood of an Institutional placement grows.	Admitted cases = 36. Institutional placement rate = 1	Admitted cases = 40. Institutional placement rate = 1	Admitted cases = 40. Institutional placement rate = 1
Comprehensive Community Services (CCS): for children, the number enrolled in CCS vs the Institutional placement rate. For adults, the number enrolled in CCS vs the Institutional and CBRF (Community Based Residential Facility) rate.	As the CCS program continues to grow for both adults and children, increasingly more difficult cases are likely. CCS is a model where a team is placed around the consumer to keep the child/adult in the home and community. CCS reimburses 100% unless a child/adult are placed in an institution. Diverting to a CBRF is a better option as CCS also reimburses the support and supervision costs related to that CBRF placement.	CCS enrolled children = 102 Institutional placement rate = 8 CCS enrolled adults = 110 Institutional/CBRF rate = 6	CCS enrolled children = 110 Institutional placement rate = 10 CCS enrolled adults = 121 Institutional/CBRF rate = 4	CCS enrolled children = 120 Institutional placement rate = 10 CCS enrolled adults = 125 Institutional/CBRF rate = 5
Substance Use: Number of Medically Assisted Treatment and Substance Use consumers vs the number of residential placements.	As the number of Substance Use cases increases so does the probability for residential placements. The goal is to monitor this and get consumers into the appropriate treatment right away to avoid the high cost residential placement.	Consumers served = 181 Residential placements = 76	Consumers served = 216 Residential placements = 91	Consumers served = 220 Residential placements = 92
Mental Health Outpatient: Psychiatry - number of consumers (both children and adults) served vs those not seen in six months (6 mos).	Psychiatry is an essential aspect of mental health treatment and stabilization, with medication often being an essential component of care. Timeliness of access to a Psychiatrist and receiving medication can prevent crisis episodes and hospitalizations.	Not Measured	Consumers served = 580 Consumers not seen in 6 mos = 88	Consumers served = 600 Consumers not seen in 6 mos = 90
Crisis: number of Crisis face to face contacts vs number of cases diverted from hospitalization.	Seeing a consumer in Crisis face to face vs just talking with them on the phone can help divert consumers from being hospitalized.	Face to Face Contacts = 764 Cases diverted from hospitalization = 705	Face to Face Contacts = 764 Cases diverted from hospitalization = 732	Face to Face Contacts = 780 Cases diverted from hospitalization = 741

Human Services

Oversight Committee: **Human Services Board**

		Director 1.00 FTE			
Business & Administrative Services Unit		Economic Support Unit	Community Support Unit	Child Protective Services Unit	Mental Health & Recovery Services Unit
Business & Administrative Services Manager 1.00 FTE		Economic Support Supervisor 1.00 FTE	Community Support Program Supervisor 1.00 FTE	Child Protective Services Supervisor 2.00 FTE	Outpatient Manager 1.00 FTE
Administrative Services Coordinator 1.00 FTE	Staff Accountant 1.00 FTE	Economic Support Leadworker 2.00 FTE	Psychotherapist 3.0 FTE	Social Worker 6.00 FTE	Psychotherapist 6.00 FTE
Data Systems Paraprofessional 1.00 FTE	Billing Coordinator Lead 1.00 FTE	Economic Support Specialist 10.00 FTE	Social Worker 2.52 FTE	Social Worker Assessment 7.00 FTE	Assessment/Early Intervention Therapist 1.00 FTE
Medical Records Coordinator 1.00 FTE	Accounting Assistant 3.00 FTE	Economic Support Resource Specialist 1.00 FTE	Psychiatric Nurse 3.77 FTE	Program Support Specialist 2.00 FTE	Social Worker OP 1.00 FTE
Data Systems Technician 2.00 FTE	Administration Support 1.00 FTE		Psychosocial Rehabilitation Specialist 4.00 FTE		Social Worker 4.00 FTE
Program Specialist 1.00 FTE	Program Support Specialist 3.00 FTE		Program Specialist 1.00 FTE		Psychiatric Nurse 1.00 FTE
	Purchasing Specialist 1.00 FTE	Integrated Services Program Unit		Juvenile Justice Unit	
		Integrated Services Program Manager 1.00 FTE		Youth Justice Supervisor 1.00 FTE	Child & Family Psychotherapist 1.00 FTE
		Integrated Services Program Coordinator 3.00 FTE		Social Worker 5.00 FTE	Peer Support Specialist (Project) 2.00 FTE
		Psychotherapist 1.00 FTE		Program Support Specialist 2.00 FTE	Community Recovery Specialist (Project) 2.00 FTE
		Social Worker 1.00 FTE			Program Specialist - Mental Health 1.00 FTE
		Psychosocial Rehabilitation Specialist 2.00 FTE			Crisis Intervention Supervisor 1.00 FTE
					Crisis Intervention Worker 3.00 FTE

	2016	2017	2018	2019	2020
FTE Change	-0.96	1.30	4.00	6.00	4.00
FTE Balance	98.99	100.29	104.29	110.29	114.29

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
HUMAN SERVICES											
<u>Revenues</u>											
Tax Levy	7,601,198	7,531,534	7,997,360	7,983,506	7,983,506	7,820,648	(162,858)	-2.04%	None	0	0
Grants & Aids	10,723,541	12,466,701	14,150,864	12,478,296	14,215,590	15,150,194	2,671,898	21.41%			
Fees, Fines & Forfeitures	59,439	62,419	69,760	62,000	62,500	62,000	0	0.00%	2020 Total	0	0
User Fees	340,725	379,075	342,739	360,460	350,088	343,768	(16,692)	-4.63%			
Donations	18,049	14,349	13,144	14,000	14,250	14,000	0	0.00%			
Interest	21,400	44,481	89,604	7,000	90,000	90,000	83,000	1185.71%	2021	22,000	22,000
Miscellaneous	4,479	12,137	4,474	2,700	3,100	3,200	500	18.52%	2022	22,000	22,000
Transfer from Other Funds	0	0	0	0	0	56,000	56,000	0.00%	2023	0	0
Use of Fund Balance	764,752	0	856,119	231,500	355,330	160,000	(71,500)	-30.89%	2024	0	0
Total Revenues	19,533,583	20,510,695	23,524,064	21,139,462	23,074,364	23,699,810	2,560,348	12.11%			
<u>Expenses</u>											
Labor	5,389,831	5,525,262	6,070,532	6,755,344	6,439,532	7,278,062	522,718	7.74%			
Labor Benefits	1,907,160	1,937,488	2,113,301	2,460,976	2,305,640	2,695,899	234,923	9.55%			
Supplies & Services	10,818,231	11,205,982	13,340,206	11,916,142	13,219,147	13,635,849	1,719,707	14.43%			
Capital Outlay	0	0	46,383	0	0	0	0	0.00%			
Transfer to General Fund	1,418,361	344,182	1,953,641	7,000	1,110,045	90,000	83,000	1185.71%			
Addition to Fund Balance	0	1,497,781	0	0	0	0	0	0.00%			
Total Expenses	19,533,583	20,510,695	23,524,064	21,139,462	23,074,364	23,699,810	2,560,348	12.11%			
Beginning of Year Fund Balance	3,025,542	2,260,790	3,758,571		2,902,452	2,547,122					
End of Year Fund Balance	2,260,790	3,758,571	2,902,452		2,547,122	2,387,122					

2020 Highlights & Issues on the Horizon

Continued growth of the Comprehensive Community Services (CCS) program. Due to this growth, a new Integrated Services Program (ISP) Unit is being created as well as two new positions: an ISP Manager \$114,612 (100% CCS Funded) and an ISP Coordinator \$114,903 (100% CCS Funded).

Sauk County DHS will receive at the minimum an additional \$200,000 in Base County Allocation in 2020 for Child Welfare.

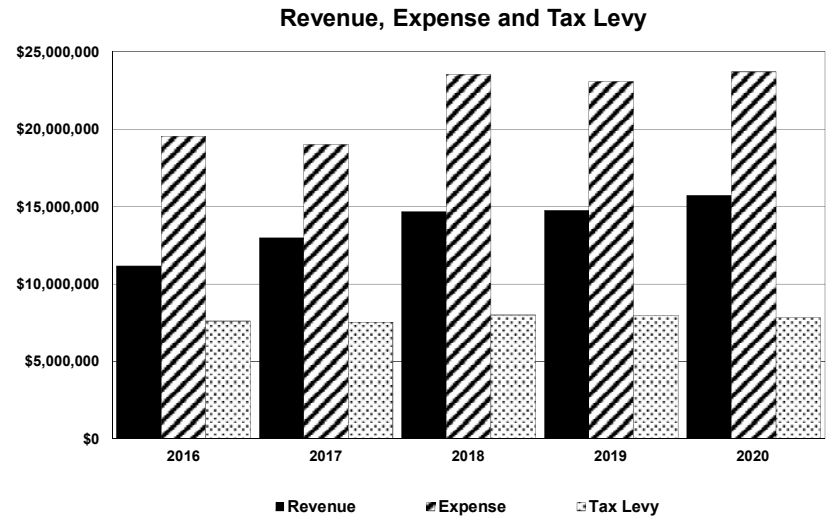
2020 Additional staff: Child Protective Services Assistant Supervisor, Child Protective Services Supervisor, Children & Families Social Worker, Crisis Intervention Worker, MHRS Unit Supervisor, ISP Manager, ISP Coordinator, and a CSP Manager. 2020 Reduction of staff: Community Support Program Manager, Clinical Coordinator, Administrative Manager, Deputy Director.

\$160,000 vacancy factor reallocated from general fund to the department.

Further costs related to general building services, such as utilities, are included in the Building Services budget. These costs total \$67,403 in 2019 and \$64,734 in 2020.

Other future issues: potential changes to Medicaid funding, shortage of psychiatrists, and increase in aging population.

Includes Budgeted Ownership and Outside Agency Requests:
 Boys & Girls Clubs \$50,000
 Baraboo Area Homeless Shelter \$35,000 (General Fund balance)
 Central Wisconsin Community Action \$7,500
 Hope House \$25,000
 Kid's Ranch \$15,000 (General Fund balance)
 Safe Harbor Homeless Shelter \$6,000 (General Fund balance)



Fund: HUMAN SERVICES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HUMAN SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
21051 HUMAN SERVICES REVENUE										
411100 GENERAL PROPERTY TAXES	-7,531,534	-7,531,534	-7,997,360	-7,997,360	100%	-3,991,753	-7,983,506	-7,983,506	-7,820,648	-162,858
422160 HO-CHUNK GAMING GRANT	0	0	0	-2,000	0%	0	0	-1,095	0	0
424500 MEDICARE	-45,000	-51,012	-45,000	-46,233	103%	-13,740	-52,000	-52,000	-52,000	0
424510 MEDICAL ASSISTANCE / MEDICAID	-3,436,096	-5,587,086	-5,348,189	-7,719,469	144%	-810,162	-6,717,000	-7,877,436	-8,613,675	1,896,675
424592 DEPT HEALTH & FAMILY SERVICES	-4,293,696	-4,171,774	-3,774,025	-4,328,328	115%	-935,272	-3,935,729	-4,565,279	-4,754,309	818,580
424593 INCOME MAINTENANCE	-788,040	-1,083,367	-1,026,540	-944,972	92%	-204,821	-1,009,003	-937,603	-938,003	-71,000
424597 OTHER CONTRACTS	-741,874	-723,461	-780,965	-736,060	94%	-338,974	-763,469	-782,177	-792,207	28,738
441400 DRIVER IMPROVEMENT SURCHARGE	-68,000	-62,419	-69,000	-69,760	101%	-41,801	-62,000	-62,500	-62,000	0
455660 CLIENT LIABILITY COLLECTED	-129,000	-178,317	-165,000	-145,843	88%	-39,448	-173,500	-150,920	-150,900	-22,600
465103 CLIENT SHARE ROOM & BOARD	-8,070	-7,991	-6,682	-7,998	120%	-1,969	-8,160	-8,068	-8,068	-92
465170 ALTERNATE CARE COLLECTIONS	-60,000	-76,472	-58,000	-83,373	144%	-43,247	-70,000	-85,000	-80,000	10,000
473601 MEDICAL RECORDS FEES	-3,000	-2,843	-3,000	-2,660	89%	-1,013	-3,000	-2,600	-2,800	-200
481100 INTEREST ON INVESTMENTS	-7,000	-44,481	-7,000	-89,604	1280%	-3,500	-7,000	-90,000	-90,000	83,000
484120 ADDL REVS FROM STATE PRIOR YR	0	-850,001	0	-373,802	0%	-178,090	0	0	0	0
484160 MISCELLANEOUS REVENUES	-100	-12,137	-100	-4,474	4474%	-1,321	-2,700	-3,100	-3,200	500
484161 DAY CARE CERTIFICATION FEE	-300	0	-300	0	0%	0	-300	0	0	-300
484162 CRIMINAL BACKGROUND CHECK FEE	-1,000	-680	-1,000	-1,000	100%	-490	-1,000	-1,000	-1,000	0
485080 DONATIONS	-14,000	-14,349	-14,000	-13,144	94%	-6,827	-14,000	-14,250	-14,000	0
487100 THIRD PARTY COLLECTIONS	-156,000	-112,773	-141,100	-101,865	72%	-65,955	-104,500	-102,500	-101,000	-3,500
492100 TRANSFER FROM GENERAL FUND	0	0	0	0	0%	0	0	0	-56,000	56,000
493010 FUND BALANCE APPLIED	0	0	0	0	0%	0	-110,000	0	-160,000	50,000
TOTAL HUMAN SERVICES REVENUE	-17,282,710	-20,510,695	-19,437,261	-22,667,944	117%	-6,678,382	-21,016,867	-22,719,034	-23,699,810	2,682,943
21051110 HS ADMINISTRATION										
511100 SALARIES PERMANENT REGULAR	240,967	240,966	250,298	250,328	100%	127,937	263,665	263,665	185,137	-78,528
511900 LONGEVITY-FULL TIME	977	957	1,017	1,017	100%	0	1,077	1,077	797	-280
514100 FICA & MEDICARE TAX	18,509	18,764	19,822	19,340	98%	9,794	20,796	20,796	14,844	-5,952
514200 RETIREMENT-COUNTY SHARE	16,452	16,441	16,838	16,823	100%	8,380	17,341	17,341	12,551	-4,790
514400 HEALTH INSURANCE COUNTY SHARE	20,858	19,633	22,061	21,310	97%	12,547	23,163	23,164	17,862	-5,301
514500 LIFE INSURANCE COUNTY SHARE	177	181	185	228	123%	111	189	214	119	-70
514600 WORKERS COMPENSATION	2,153	1,753	2,144	2,075	97%	1,110	2,376	2,376	1,391	-985
515800 PER DIEM COMMITTEE	7,800	7,100	7,800	7,050	90%	3,200	7,100	7,100	8,100	1,000
520100 CONSULTANT AND CONTRACTUAL	2,500	500	2,500	328	13%	197	2,500	500	2,500	0
522500 TELEPHONE	1,400	617	900	570	63%	253	650	650	650	0
532200 SUBSCRIPTIONS	0	0	0	0	0%	20	0	0	0	0
532800 TRAINING AND INSERVICE	2,000	1,053	2,000	2,135	107%	25	2,000	1,000	2,000	0
533200 MILEAGE	6,900	5,178	6,900	5,895	85%	1,414	6,000	5,500	6,000	0
533500 MEALS AND LODGING	2,560	1,637	4,120	3,130	76%	259	4,120	1,120	4,120	0
535200 VEHICLE MAINTENANCE AND REPAIR	9,500	7,181	9,500	7,600	80%	4,311	9,500	8,000	8,000	-1,500
538130 HOUSING ASSISTANCE	97,714	59,100	97,714	89,822	92%	58,001	97,714	97,714	97,714	0

Fund: HUMAN SERVICES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HUMAN SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
21051110 HS ADMINISTRATION										
538480 PROGRAM ADMINISTRATION	42,500	36,569	67,500	68,742	102%	29,456	97,500	97,500	218,500	121,000
538510 TERMINATIONS OF PARENTAL RIGHT	99,706	102,665	95,613	107,161	112%	49,930	99,841	99,841	99,841	0
538520 CRIMINAL BACKGROUND CHECKS	1,200	1,504	1,200	1,450	121%	553	1,200	1,500	1,500	300
551200 INSURANCE-VEHICLE LIABILITY	2,500	3,736	2,000	1,307	65%	1,658	4,500	4,500	4,500	0
551600 INSURANCE-MONIES & SECURITIES	15	0	15	0	0%	0	0	0	0	0
551900 INSURANCE-GENERAL LIABILITY	40,000	51,281	36,000	60,662	169%	51,304	40,000	55,000	55,000	15,000
552100 OFFICIALS BONDS	0	70	70	70	100%	70	70	70	70	0
552200 EMPLOYEE BONDS	150	80	100	115	115%	40	100	100	100	0
552400 INSURANCE-VOLUNTEERS	125	63	160	29	18%	26	160	50	100	-60
559400 INDIRECT COSTS	52,669	52,669	33,078	33,078	100%	22,480	44,960	44,960	71,925	26,965
TOTAL HS ADMINISTRATION	669,332	629,699	679,535	700,265	103%	383,074	746,522	753,738	813,321	66,799
21051431 HS FISCAL/DATA										
511100 SALARIES PERMANENT REGULAR	751,192	717,221	787,180	698,749	89%	363,059	738,224	743,268	758,276	20,052
511200 SALARIES-PERMANENT-OVERTIME	0	299	0	215	0%	127	0	0	0	0
511900 LONGEVITY-FULL TIME	6,225	4,954	5,685	4,315	76%	0	4,834	4,295	3,776	-1,058
514100 FICA & MEDICARE TAX	57,942	52,015	60,654	49,840	82%	26,214	56,844	57,189	58,297	1,453
514200 RETIREMENT-COUNTY SHARE	51,504	48,980	53,122	45,481	86%	23,755	48,670	48,965	51,438	2,768
514400 HEALTH INSURANCE COUNTY SHARE	242,950	218,584	256,968	214,677	84%	123,746	246,648	228,983	242,037	-4,611
514500 LIFE INSURANCE COUNTY SHARE	330	307	334	220	66%	116	199	222	229	30
514600 WORKERS COMPENSATION	530	692	476	391	82%	286	372	374	457	85
514800 UNEMPLOYMENT	0	5,420	0	3,513	0%	0	0	0	0	0
520100 CONSULTANT AND CONTRACTUAL	0	0	0	1,419	0%	0	0	0	0	0
522500 TELEPHONE	16,000	14,109	12,500	14,166	113%	6,943	14,500	14,200	14,200	-300
524000 MISCELLANEOUS EXPENSES	500	441	500	2,468	494%	0	3,000	1,500	3,000	0
524800 MAINTENANCE AGREEMENT	10,000	9,361	0	155	0%	0	0	6,000	0	0
531100 POSTAGE AND BOX RENT	14,000	16,147	15,700	14,260	91%	6,413	16,200	16,200	16,200	0
531200 OFFICE SUPPLIES AND EXPENSE	29,500	17,996	27,500	23,419	85%	7,675	22,304	22,305	22,305	1
531400 SMALL EQUIPMENT	5,000	23,708	10,688	3,107	29%	1,784	5,000	2,500	5,000	0
531800 MIS DEPARTMENT CHARGEBACKS	261,303	330,428	290,104	391,578	135%	198,555	298,695	298,695	340,244	41,549
532200 SUBSCRIPTIONS	0	420	500	546	109%	546	420	546	546	126
532400 MEMBERSHIP DUES	3,000	3,000	3,000	3,000	100%	0	3,000	3,000	3,000	0
532800 TRAINING AND INSERVICE	3,700	601	3,700	1,472	40%	390	3,200	1,000	3,200	0
533200 MILEAGE	2,200	3,929	2,600	2,850	110%	290	3,700	1,500	3,700	0
533400 COURIER SERVICE	8,000	9,537	9,500	9,572	101%	3,528	9,500	9,500	9,500	0
533500 MEALS AND LODGING	2,100	912	2,200	1,347	61%	197	2,200	650	2,200	0
537500 PROGRAM INCENTIVES	1,040	1,040	1,040	1,040	100%	0	1,040	1,040	1,040	0
538140 CLIENT SHELTER AND CLOTHING	14,000	13,531	14,000	11,479	82%	6,577	14,000	14,000	14,000	0
581900 CAPITAL OUTLAY	0	0	0	46,383	0%	0	0	0	0	0

Fund: HUMAN SERVICES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HUMAN SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL HS FISCAL/DATA	1,481,016	1,493,631	1,557,951	1,545,662	99%	770,200	1,492,550	1,475,932	1,552,645	60,095
21051432 CHILDREN SERVICES UNIT										
511100 SALARIES PERMANENT REGULAR	459,795	468,077	485,742	498,872	103%	225,816	505,809	467,005	534,133	28,324
511200 SALARIES-PERMANENT-OVERTIME	0	1,094	0	564	0%	746	0	0	600	600
511900 LONGEVITY-FULL TIME	2,566	2,626	3,086	2,346	76%	0	2,586	2,526	2,666	80
514100 FICA & MEDICARE TAX	35,371	34,726	37,395	36,584	98%	16,529	38,892	35,919	41,111	2,219
514200 RETIREMENT-COUNTY SHARE	31,441	32,062	32,751	32,332	99%	14,840	33,300	35,919	36,274	2,974
514400 HEALTH INSURANCE COUNTY SHARE	86,810	81,543	85,656	82,700	97%	41,579	89,936	80,199	96,234	6,298
514500 LIFE INSURANCE COUNTY SHARE	150	167	179	168	94%	78	171	160	170	-1
514600 WORKERS COMPENSATION	5,733	3,961	5,573	4,832	87%	2,240	6,152	5,681	6,610	458
522500 TELEPHONE	3,800	3,649	3,800	4,471	118%	2,095	3,800	4,500	4,500	700
523900 INTERPRETER FEES	500	0	250	0	0%	0	250	0	250	0
524000 MISCELLANEOUS EXPENSES	1,000	59	1,000	0	0%	450	2,000	500	2,000	0
532800 TRAINING AND INSERVICE	1,600	1,422	1,600	1,300	81%	300	1,600	1,300	1,600	0
533200 MILEAGE	9,000	9,364	8,700	8,779	101%	4,123	9,500	9,000	9,000	-500
533500 MEALS AND LODGING	200	298	200	335	168%	14	500	250	500	0
538160 CLIENT PURCHASED MEALS	0	0	0	40	0%	22	0	50	50	50
538210 SPECIALIZED TRANSPORTATION	12,000	17,463	14,000	9,643	69%	1,480	14,000	10,000	12,000	-2,000
538280 GROUP HOME	0	0	0	0	0%	0	0	0	115,722	115,722
538310 SHELTER CARE	25,000	27,941	25,000	22,128	89%	8,920	25,000	25,000	25,000	0
538340 COUNSELING AND THERAPEUTIC	100,599	100,458	119,499	45,049	38%	9,740	39,900	15,857	50,000	10,100
538360 ALTERNATIVE NEEDS SCHOOL	25,781	25,781	12,891	12,891	100%	12,891	12,891	12,891	0	-12,891
538370 JUVENILE PROBATION/SUPERVISION	52,000	50,924	50,924	46,122	91%	10,791	100,000	40,000	40,000	-60,000
538390 INTEGRATED SERVICES	288,000	197,394	240,000	132,305	55%	49,000	192,000	110,000	222,000	30,000
538450 CHILD CARING INSTITUTIONS	0	0	0	0	0%	0	0	0	200,000	200,000
538460 JUVENILE CORRECTIONAL INSTITUT	103,944	167,990	376,680	284,850	76%	51,213	284,700	111,511	155,000	-129,700
TOTAL CHILDREN SERVICES UNIT	1,245,290	1,226,999	1,504,926	1,226,310	81%	452,869	1,362,987	968,268	1,555,420	192,433
21051433 HS LONG TERM SUPPORT										
511100 SALARIES PERMANENT REGULAR	194,718	194,714	262,643	304,586	116%	133,410	281,250	284,016	0	-281,250
511900 LONGEVITY-FULL TIME	1,624	1,624	1,684	1,731	103%	0	2,064	1,264	0	-2,064
514100 FICA & MEDICARE TAX	15,020	14,721	20,240	22,502	111%	9,482	21,693	21,843	0	-21,693
514200 RETIREMENT-COUNTY SHARE	13,351	13,343	17,710	17,622	100%	8,739	18,557	18,686	0	-18,557
514400 HEALTH INSURANCE COUNTY SHARE	30,063	30,207	47,696	51,586	108%	34,656	50,080	66,773	0	-50,080
514500 LIFE INSURANCE COUNTY SHARE	58	59	60	111	185%	50	141	102	0	-141
514600 WORKERS COMPENSATION	2,435	1,966	3,016	3,503	116%	1,615	3,431	3,455	0	-3,431
515800 PER DIEM COMMITTEE	250	150	250	0	0%	0	250	0	0	-250
522500 TELEPHONE	3,500	1,586	2,500	2,018	81%	1,061	2,000	2,000	0	-2,000
523900 INTERPRETER FEES	100	13	100	934	934%	344	100	500	0	-100
524000 MISCELLANEOUS EXPENSES	500	73	100	226	226%	46	100	100	0	-100

Fund: HUMAN SERVICES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HUMAN SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
21051433 HS LONG TERM SUPPORT										
528300 CBRF	75,850	88,668	106,750	99,441	93%	34,291	90,465	93,000	0	-90,465
528400 INSTITUTIONS	105,000	0	94,650	74,878	79%	22,765	80,000	65,000	0	-80,000
532200 SUBSCRIPTIONS	233	0	233	466	200%	0	0	0	0	0
532800 TRAINING AND INSERVICE	650	590	650	990	152%	208	1,000	1,000	0	-1,000
533200 MILEAGE	10,875	11,792	10,852	13,217	122%	5,160	13,050	13,300	0	-13,050
533500 MEALS AND LODGING	50	27	50	30	60%	171	50	140	0	-50
537120 RESPITE CARE	6,197	14,383	12,500	14,936	119%	3,660	14,500	15,500	0	-14,500
538010 ADAPTIVE AIDS	2,200	340	1,200	4,231	353%	0	700	250	0	-700
538030 COMMUNICATION AIDS	250	0	250	0	0%	0	250	0	0	-250
538040 CLIENT EDUCATION AND TRAINING	8,550	0	0	0	0%	0	0	0	0	0
538070 ADULT DAYCARE	0	2,760	4,000	0	0%	0	4,700	2,500	0	-4,700
538110 GUARDIANSHIP & FIN MGNT SRVCS	0	8,365	6,500	5,955	92%	3,150	8,000	7,500	0	-8,000
538130 HOUSING ASSISTANCE	4,000	195	3,000	1,807	60%	0	2,500	3,500	0	-2,500
538150 PERSONAL EMERG RESPONSE SYSTEM	1,534	2,375	1,993	1,348	68%	275	1,850	1,950	0	-1,850
538160 CLIENT PURCHASED MEALS	5,500	6,621	5,000	4,087	82%	1,073	8,000	7,000	0	-8,000
538190 SPECIALIZED MEDICAL SUPPLIES	2,200	396	1,600	140	9%	0	1,600	1,100	0	-1,600
538210 SPECIALIZED TRANSPORTATION	5,720	4,748	4,500	2,000	44%	3,134	4,000	6,000	0	-4,000
538230 SUPPORTIVE HOME CARE	37,561	30,553	45,476	13,147	29%	8,660	32,500	32,500	0	-32,500
538260 ADULT FAMILY HOME	5,900	11,124	11,500	0	0%	1,341	10,000	5,000	0	-10,000
538320 RESIDENTIAL CARE APARTMENT	0	4,350	1,718	0	0%	4,080	1,500	6,500	0	-1,500
538340 COUNSELING AND THERAPEUTIC	500	0	0	0	0%	0	0	0	0	0
538470 SKILLED NURSING	4,500	1,084	2,500	13,019	521%	3,000	7,000	11,000	0	-7,000
TOTAL HS LONG TERM SUPPORT	538,889	446,827	670,921	654,510	98%	280,371	661,331	671,479	0	-661,331
21051434 ECONOMIC SUPPORT UNIT										
511100 SALARIES PERMANENT REGULAR	659,640	627,481	660,617	632,164	96%	326,693	685,737	650,850	699,165	13,428
511200 SALARIES-PERMANENT-OVERTIME	0	0	0	193	0%	0	0	0	200	200
511900 LONGEVITY-FULL TIME	3,783	2,608	2,686	2,685	100%	73	2,666	2,866	2,707	41
514100 FICA & MEDICARE TAX	50,752	45,828	50,743	45,814	90%	23,613	52,663	50,009	53,709	1,046
514200 RETIREMENT-COUNTY SHARE	45,113	41,101	44,441	42,260	95%	21,339	45,090	42,818	47,390	2,300
514400 HEALTH INSURANCE COUNTY SHARE	164,413	135,609	142,102	147,068	103%	72,317	155,675	133,590	159,650	3,975
514500 LIFE INSURANCE COUNTY SHARE	266	202	207	209	101%	91	212	175	186	-26
514600 WORKERS COMPENSATION	464	355	398	379	95%	163	344	327	421	77
514800 UNEMPLOYMENT	0	0	0	2,960	0%	0	0	0	0	0
524000 MISCELLANEOUS EXPENSES	100	383	100	835	835%	296	2,000	1,000	1,000	-1,000
532800 TRAINING AND INSERVICE	500	375	500	430	86%	200	500	500	500	0
533200 MILEAGE	1,700	1,319	2,000	1,416	71%	481	1,500	1,500	1,500	0
533500 MEALS AND LODGING	280	105	280	137	49%	388	280	600	600	320
538290 KINSHIP	81,423	107,120	81,423	109,380	134%	54,955	81,423	132,063	0	-81,423
538420 INCOME MAINTENANCE	22,535	13,675	14,306	13,928	97%	8,374	15,549	14,599	14,599	-950

Fund: HUMAN SERVICES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HUMAN SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
21051434 ECONOMIC SUPPORT UNIT										
538440 LOW INC HOUSING/ENERGY ASSISTA	197,714	157,699	214,283	160,902	75%	54,397	188,581	207,289	207,289	18,708
TOTAL ECONOMIC SUPPORT UNIT	1,228,683	1,133,862	1,214,086	1,160,760	96%	563,381	1,232,220	1,238,186	1,188,916	-43,304
21051437 COMMUNITY SUPPORT PROGRAM										
511100 SALARIES PERMANENT REGULAR	994,899	933,798	1,021,183	1,032,373	101%	502,024	1,075,935	1,038,470	902,779	-173,156
511200 SALARIES-PERMANENT-OVERTIME	0	140	0	655	0%	331	0	0	700	700
511900 LONGEVITY-FULL TIME	5,045	4,129	4,400	4,065	92%	0	4,162	3,942	3,429	-733
512100 WAGES-PART TIME	81,128	81,055	84,168	88,424	105%	44,853	88,593	88,593	91,874	3,281
512900 LONGEVITY-PART TIME	0	32	0	88	0%	0	42	114	143	101
514100 FICA & MEDICARE TAX	82,702	73,992	84,896	80,868	95%	39,347	89,408	86,531	76,418	-12,990
514200 RETIREMENT-COUNTY SHARE	73,513	67,809	74,353	73,584	99%	35,665	76,552	74,088	67,427	-9,125
514400 HEALTH INSURANCE COUNTY SHARE	252,155	236,832	266,705	258,157	97%	133,620	273,564	254,994	239,129	-34,435
514500 LIFE INSURANCE COUNTY SHARE	298	183	200	175	87%	76	165	144	135	-30
514600 WORKERS COMPENSATION	12,947	9,835	12,211	12,428	102%	6,375	13,646	13,177	11,751	-1,895
514800 UNEMPLOYMENT	0	0	0	629	0%	0	0	0	0	0
520900 CONTRACTED SERVICES	96,000	94,158	90,000	75,810	84%	22,687	90,000	53,120	61,744	-28,256
522500 TELEPHONE	8,000	8,242	8,000	8,209	103%	4,103	8,300	8,300	6,800	-1,500
524000 MISCELLANEOUS EXPENSES	1,000	1,090	1,000	15	2%	555	1,000	1,000	1,000	0
528300 CBRF	190,000	280,819	226,764	271,567	120%	67,940	280,000	142,000	200,000	-80,000
528400 INSTITUTIONS	103,000	0	73,000	0	0%	0	73,000	0	0	-73,000
531200 OFFICE SUPPLIES AND EXPENSE	200	72	200	36	18%	762	200	200	200	0
532200 BOOKS & SUBSCRIPTIONS	0	0	0	58	0%	0	0	0	0	0
532800 TRAINING AND INSERVICE	4,000	3,769	4,000	3,341	84%	708	4,000	3,500	3,250	-750
533200 MILEAGE	60,600	53,982	54,000	61,635	114%	25,105	54,000	60,000	55,000	1,000
533500 MEALS AND LODGING	100	32	100	335	335%	360	100	460	400	300
538010 ADAPTIVE AIDS	0	0	0	398	0%	83	0	350	350	350
538090 ENERGY ASSISTANCE	0	16	0	0	0%	0	0	0	0	0
538110 GUARDIANSHIP & FIN MGNT SRVCS	3,680	200	1,680	2,400	143%	0	1,680	0	1,680	0
538130 HOUSING ASSISTANCE	8,000	6,985	19,000	2,814	15%	0	17,841	2,000	11,000	-6,841
538160 CLIENT PURCHASED MEALS	4,100	3,105	4,000	2,834	71%	868	4,000	3,000	3,000	-1,000
538170 ALTERNATIVE ACTIVITIES	7,000	3,656	7,000	1,728	25%	0	3,500	1,500	3,000	-500
538180 SHELTERED WORK	8,000	9,675	9,100	7,582	83%	5,378	9,700	13,275	14,400	4,700
538190 SPECIALIZED MEDICAL SUPPLIES	5,500	3,827	6,000	5,107	85%	1,966	6,000	5,500	6,000	0
538210 SPECIALIZED TRANSPORTATION	5,500	7,152	6,000	6,344	106%	5,405	7,000	6,500	7,000	0
538230 SUPPORTIVE HOME CARE	15,000	10,278	22,000	2,575	12%	918	15,000	4,500	7,000	-8,000
538260 ADULT FAMILY HOME	138,870	98,899	96,000	132,897	138%	69,417	157,000	172,513	175,000	18,000
538320 RESIDENTIAL CARE APARTMENT	40,000	59,414	80,384	39,191	49%	8,337	48,000	20,152	30,000	-18,000
538340 COUNSELING AND THERAPEUTIC	500	75	841	52	6%	0	840	150	750	-90
TOTAL COMMUNITY SUPPORT PROGRAM	2,201,737	2,053,252	2,257,185	2,176,373	96%	976,882	2,403,228	2,058,073	1,981,359	-421,869

Fund: HUMAN SERVICES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HUMAN SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
21051438 CHILD PROTECTIVE SERVICES										
511100 SALARIES PERMANENT REGULAR	857,380	880,502	1,005,451	917,979	91%	460,774	1,092,821	971,726	1,144,861	52,040
511200 SALARIES-PERMANENT-OVERTIME	0	1,222	0	854	0%	297	0	0	1,000	1,000
511900 LONGEVITY-FULL TIME	3,227	2,281	2,646	1,549	59%	0	1,929	1,669	1,789	-140
512900 LONGEVITY-PART TIME	0	0	0	200	0%	0	0	0	0	0
514100 FICA & MEDICARE TAX	65,836	64,787	77,119	66,991	87%	33,366	83,748	74,465	87,795	4,047
514200 RETIREMENT-COUNTY SHARE	58,521	56,024	67,543	61,117	90%	30,055	71,706	63,757	77,466	5,760
514400 HEALTH INSURANCE COUNTY SHARE	137,729	142,084	203,110	144,435	71%	77,400	199,285	144,093	184,435	-14,850
514500 LIFE INSURANCE COUNTY SHARE	336	318	324	281	87%	140	262	281	297	35
514600 WORKERS COMPENSATION	10,672	8,322	11,492	9,665	84%	5,098	13,246	11,778	14,116	870
514800 UNEMPLOYMENT	0	4,952	0	6,268	0%	3,466	0	0	0	0
522500 TELEPHONE	10,000	8,564	10,000	8,303	83%	4,143	10,000	9,000	9,500	-500
523900 INTERPRETER FEES	5,000	7,118	6,000	12,143	202%	10,196	10,000	20,000	20,000	10,000
524000 MISCELLANEOUS EXPENSES	25,000	28,071	55,800	69,549	125%	9,762	52,000	31,000	22,000	-30,000
532800 TRAINING AND INSERVICE	4,549	5,352	5,202	7,762	149%	44,895	5,352	6,852	7,102	1,750
533200 MILEAGE	32,500	38,259	37,500	45,307	121%	16,497	37,500	40,100	40,500	3,000
533500 MEALS AND LODGING	1,200	2,586	1,200	3,215	268%	773	1,775	1,775	1,775	0
537120 RESPITE CARE	2,000	7,398	750	1,650	220%	795	3,000	1,500	2,000	-1,000
538020 PURCHASED CASE MANAGEMENT	76,021	54,014	10,000	10,000	100%	10,000	10,000	10,000	10,000	0
538160 CLIENT PURCHASED MEALS	50	283	150	64	43%	67	150	150	150	0
538210 SPECIALIZED TRANSPORTATION	2,500	820	2,500	174	7%	532	1,000	500	500	-500
538220 SUPERVISED VISITATION	0	22,128	0	12,246	0%	1,520	10,000	10,000	10,000	0
538270 FOSTER HOME	235,000	364,171	305,000	386,887	127%	144,850	365,000	381,500	365,000	0
538280 GROUP HOME	90,000	35,858	75,000	76,111	101%	31,316	60,000	75,697	0	-60,000
538290 KINSHIP	0	0	0	0	0%	0	0	0	81,423	81,423
538310 SHELTER CARE	0	0	0	1,749	0%	0	0	0	0	0
538340 COUNSELING AND THERAPEUTIC	1,500	16,741	5,000	0	0%	3,369	5,000	2,500	2,500	-2,500
538450 CHILD CARING INSTITUTIONS	655,000	414,867	575,000	287,977	50%	312,937	725,000	685,318	525,000	-200,000
538490 FOSTER HOME LICENSE/RECRUITING	75,000	82,623	75,000	81,752	109%	16,613	75,000	80,000	80,000	5,000
538520 CRIMINAL BACKGROUND CHECKS	500	78	500	2	0%	0	100	0	0	-100
TOTAL CHILD PROTECTIVE SERVICES	2,349,521	2,249,426	2,532,287	2,214,232	87%	1,218,861	2,833,874	2,623,661	2,689,209	-144,665
21051439 CHILDREN & FAMILY SUPPORT UNIT										
511100 SALARIES PERMANENT REGULAR	476,367	478,211	494,135	514,417	104%	274,620	576,304	568,125	661,979	85,675
511900 LONGEVITY-FULL TIME	2,769	2,829	2,929	2,479	85%	0	2,517	1,958	2,078	-439
514100 FICA & MEDICARE TAX	36,654	35,004	38,087	37,057	97%	19,715	44,341	43,673	50,862	6,521
514200 RETIREMENT-COUNTY SHARE	32,581	32,691	33,303	32,529	98%	17,988	37,913	37,340	44,824	6,911
514400 HEALTH INSURANCE COUNTY SHARE	96,014	110,228	117,453	107,774	92%	73,419	129,794	140,017	167,681	37,887
514500 LIFE INSURANCE COUNTY SHARE	216	226	230	162	71%	91	171	187	205	34
514600 WORKERS COMPENSATION	5,008	4,070	4,779	4,943	103%	2,861	6,001	5,955	7,176	1,175
515800 PER DIEM COMMITTEE	600	200	800	250	31%	300	800	800	800	0

Fund: HUMAN SERVICES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HUMAN SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
21051439 CHILDREN & FAMILY SUPPORT UNIT										
522500 TELEPHONE	6,800	4,799	5,725	4,143	72%	2,366	5,900	4,700	5,000	-900
523900 INTERPRETER FEES	2,000	959	1,500	1,582	105%	993	1,500	2,000	2,000	500
524000 MISCELLANEOUS EXPENSES	2,950	2,882	2,950	3,302	112%	1,248	2,950	2,950	2,950	0
528400 INSTITUTIONS	0	42,020	0	0	0%	0	0	0	0	0
532800 TRAINING AND INSERVICE	2,300	669	2,300	1,461	64%	255	2,550	1,550	2,250	-300
533200 MILEAGE	17,000	16,233	18,700	18,762	100%	8,429	18,200	20,200	22,200	4,000
533500 MEALS AND LODGING	270	756	675	453	67%	35	675	100	650	-25
537120 RESPITE CARE	0	1,688	925	0	0%	0	925	0	0	-925
538010 ADAPTIVE AIDS	10,000	4,770	7,000	5,585	80%	2,955	7,500	7,000	7,000	-500
538030 COMMUNICATION AIDS	0	0	0	0	0%	578	0	0	0	0
538040 CLIENT EDUCATION AND TRAINING	52	700	0	100	0%	0	0	0	0	0
538150 PERSONAL EMERG RESPONSE SYSTEM	300	370	120	800	667%	478	600	600	600	0
538160 CLIENT PURCHASED MEALS	50	0	50	0	0%	0	50	0	25	-25
538170 ALTERNATIVE ACTIVITIES	500	2,138	2,000	1,310	65%	794	2,000	2,000	2,000	0
538210 SPECIALIZED TRANSPORTATION	0	0	0	0	0%	149	0	0	0	0
538270 FOSTER HOME	33,192	50,912	42,051	50,360	120%	13,373	56,218	18,862	33,156	-23,062
538340 COUNSELING AND THERAPEUTIC	300,000	287,528	350,000	329,916	94%	133,803	350,000	321,128	330,000	-20,000
538480 PROGRAM ADMINISTRATION	0	258,625	0	452,105	0%	0	0	450,000	450,000	450,000
TOTAL CHILDREN & FAMILY SUPPORT UNIT	1,025,623	1,338,508	1,125,712	1,569,491	139%	554,449	1,246,909	1,629,145	1,793,436	546,527
21051440 OUTPATIENT UNIT SERVICE										
511100 SALARIES PERMANENT REGULAR	877,093	793,245	979,724	1,094,877	112%	650,730	1,411,436	1,330,838	1,687,949	276,513
511200 SALARIES-PERMANENT-OVERTIME	0	931	0	1,473	0%	1,741	0	0	1,500	1,500
511900 LONGEVITY-FULL TIME	5,198	3,932	4,278	4,187	98%	175	4,543	3,365	3,312	-1,231
512100 WAGES-PART TIME	0	71,909	0	0	0%	7,513	0	0	0	0
512900 LONGEVITY-PART TIME	0	373	0	0	0%	0	0	0	0	0
514100 FICA & MEDICARE TAX	67,495	63,450	75,376	79,142	105%	46,871	108,399	102,067	129,496	21,097
514200 RETIREMENT-COUNTY SHARE	59,996	58,347	65,928	72,804	110%	41,089	92,747	87,390	114,261	21,514
514400 HEALTH INSURANCE COUNTY SHARE	161,966	142,123	177,475	189,531	107%	134,130	269,810	254,476	338,271	68,461
514500 LIFE INSURANCE COUNTY SHARE	501	491	521	553	106%	236	624	542	473	-151
514600 WORKERS COMPENSATION	10,486	7,091	10,803	9,679	90%	7,048	16,659	15,405	20,309	3,650
515800 PER DIEM COMMITTEE	1,300	500	1,300	1,850	142%	1,000	1,000	2,000	0	-1,000
520900 CONTRACTED SERVICES	445,400	485,293	448,000	444,850	99%	260,077	448,000	464,160	470,000	22,000
522500 TELEPHONE	3,600	6,044	4,200	6,926	165%	3,734	4,200	6,500	8,500	4,300
523900 INTERPRETER FEES	2,000	2,750	3,000	5,761	192%	1,707	3,000	3,300	4,500	1,500
524000 MISCELLANEOUS EXPENSES	2,500	1,499	2,500	1,614	65%	1,156	2,500	1,500	2,100	-400
527500 INPATIENT	60,000	0	15,000	26,182	175%	2,439	15,000	15,000	15,000	0
527700 AODA-DETOX	45,000	44,502	40,000	77,103	193%	19,180	61,430	61,430	67,033	5,603
528300 CBRF	195,000	341,547	267,000	526,524	197%	100,125	295,000	302,200	410,500	115,500
528400 INSTITUTIONS	756,381	728,368	756,381	778,874	103%	104,763	756,381	879,381	669,214	-87,167

Fund: HUMAN SERVICES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HUMAN SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
21051440 OUTPATIENT UNIT SERVICE										
529900 PSYCHOLOGICAL SERVICES	60,000	65,260	80,000	72,718	91%	29,965	65,000	65,000	65,000	0
531200 OFFICE SUPPLIES AND EXPENSE	0	0	0	2,389	0%	5,745	0	6,500	2,000	2,000
531800 MIS DEPARTMENT CHARGEBACKS	0	0	0	0	0%	0	0	5,000	0	0
532200 SUBSCRIPTIONS	0	0	0	0	0%	70	0	50	0	0
532800 TRAINING AND INSERVICE	2,800	7,990	2,800	11,636	416%	8,013	5,000	6,000	6,200	1,200
533200 MILEAGE	13,100	17,096	17,550	16,693	95%	11,201	18,550	21,700	30,300	11,750
533500 MEALS AND LODGING	1,100	56	1,100	1,442	131%	2,452	1,200	2,500	1,750	550
537120 RESPITE CARE	0	0	0	950	0%	407	500	1,000	15,000	14,500
538010 ADAPTIVE AIDS	0	0	0	0	0%	0	0	0	250	250
538020 PURCHASED CASE MANAGEMENT	0	0	0	0	0%	0	0	4,700,000	0	0
538035 COMMUNITY LIVING & SUPPORT SVC	1,805,000	3,263,043	3,000,000	4,692,099	156%	2,038,002	3,700,000	0	0	-3,700,000
538040 CLIENT EDUCATION AND TRAINING	60,000	60,000	60,000	4,242	7%	4,909	60,000	60,000	0	-60,000
538070 ADULT DAYCARE	0	0	0	0	0%	0	0	0	3,700	3,700
538110 GUARDIANSHIP & FIN MGNT SRVCS	0	0	0	0	0%	0	0	0	8,250	8,250
538130 HOUSING ASSISTANCE	0	8,211	0	17,823	0%	3,225	0	4,500	6,000	6,000
538140 CLIENT SHELTER AND CLOTHING	500	0	0	0	0%	0	0	0	0	0
538150 PERSONAL EMERG RESPONSE SYSTEM	0	0	0	0	0%	0	0	0	1,850	1,850
538160 CLIENT PURCHASED MEALS	0	0	0	0	0%	0	0	0	12,000	12,000
538190 SPECIALIZED MEDICAL SUPPLIES	3,000	27,319	3,000	11,512	384%	18,761	2,500	21,500	23,650	21,150
538210 SPECIALIZED TRANSPORTATION	17,500	20,007	17,500	12,586	72%	3,969	17,500	12,000	19,750	2,250
538230 SUPPORTIVE HOME CARE	1,000	1,301	1,000	0	0%	0	1,000	0	32,162	31,162
538260 ADULT FAMILY HOME	6,500	28,542	20,000	56,585	283%	47,193	25,000	45,000	35,000	10,000
538270 FOSTER HOME	1,500	0	1,000	0	0%	0	0	0	0	0
538320 RESIDENTIAL CARE APARTMENT	0	8,195	0	0	0%	0	2,500	500	2,500	0
538330 DAY TREATMENT	207,000	1,239	702,000	5,528	1%	0	782,000	1,226,444	7,603	-774,397
538340 COUNSELING AND THERAPEUTIC	15,500	701,584	10,500	1,016,577	9682%	590,876	5,500	1,550	5,500	0
538350 CRISIS INTERVENTION	121,100	178,062	175,000	187,630	107%	33,873	180,000	96,000	100,000	-80,000
538390 INTEGRATED SERVICES	55,000	55,000	65,000	104,400	161%	39,852	65,000	95,772	0	-65,000
538410 INTAKE ASSESSMENT	20,000	1,193	0	5,092	0%	53,036	10,000	112,000	0	-10,000
538450 CHILD CARING INSTITUTIONS	0	0	0	96,060	0%	0	0	0	0	0
538470 SKILLED NURSING	0	0	0	0	0%	4,032	0	0	10,000	10,000
538480 PROGRAM ADMINISTRATION	922,636	382,931	351,202	174,084	50%	7,233	71,000	6,000	1,000	-70,000
538530 OUTREACH AND DEVELOPMENT	16,418	6,043	16,418	0	0%	0	16,418	16,418	16,418	0
TOTAL OUTPATIENT UNIT SERVICE	6,023,570	7,585,467	7,375,556	9,811,972	133%	4,286,529	8,519,397	10,034,988	4,348,301	-4,171,096
21051446 FAMILY CARE										
514100 FICA & MEDICARE TAX	0	8	46	0	0%	0	0	0	0	0
514600 WORKERS COMPENSATION	0	0	7	0	0%	0	0	0	0	0
515800 PER DIEM COMMITTEE	600	100	600	0	0%	0	0	0	0	0
533200 MILEAGE	600	106	600	0	0%	0	0	0	0	0

Fund: HUMAN SERVICES	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: HUMAN SERVICES	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
21051446 FAMILY CARE										
538480 PROGRAM ADMINISTRATION	510,849	510,849	510,849	510,849	100%	0	510,849	510,849	510,849	0
TOTAL FAMILY CARE	512,049	511,063	512,102	510,849	100%	0	510,849	510,849	510,849	0
21051447 INTEGRATED SERVICES										
511100 SALARIES PERMANENT REGULAR	0	0	0	0	0%	0	0	0	573,922	573,922
511900 LONGEVITY-FULL TIME	0	0	0	0	0%	0	0	0	2,390	2,390
514100 FICA & MEDICARE TAX	0	0	0	0	0%	0	0	0	44,241	44,241
514200 RETIREMENT-COUNTY SHARE	0	0	0	0	0%	0	0	0	38,901	38,901
514400 HEALTH INSURANCE COUNTY SHARE	0	0	0	0	0%	0	0	0	131,958	131,958
514500 LIFE INSURANCE COUNTY SHARE	0	0	0	0	0%	0	0	0	180	180
514600 WORKERS COMPENSATION	0	0	0	0	0%	0	0	0	7,112	7,112
515800 PER DIEM COMMITTEE	0	0	0	0	0%	0	0	0	2,000	2,000
522500 TELEPHONE	0	0	0	0	0%	0	0	0	2,700	2,700
523900 INTERPRETER FEES	0	0	0	0	0%	0	0	0	1,000	1,000
524000 MISCELLANEOUS EXPENSES	0	0	0	0	0%	0	0	0	500	500
532800 TRAINING AND INSERVICE	0	0	0	0	0%	0	0	0	2,250	2,250
533200 MILEAGE	0	0	0	0	0%	0	0	0	10,500	10,500
533500 MEALS AND LODGING	0	0	0	0	0%	0	0	0	200	200
538020 PURCHASED CASE MANAGEMENT	0	0	0	0	0%	0	0	0	4,800,000	4,800,000
538130 HOUSING ASSISTANCE	0	0	0	0	0%	0	0	0	3,500	3,500
538330 DAY TREATMENT	0	0	0	0	0%	0	0	0	1,300,000	1,300,000
538340 COUNSELING AND THERAPEUTIC	0	0	0	0	0%	0	0	0	60,000	60,000
538390 INTEGRATED SERVICES	0	0	0	0	0%	0	0	0	65,000	65,000
538410 INTAKE ASSESSMENT	0	0	0	0	0%	0	0	0	125,000	125,000
538480 PROGRAM ADMINISTRATION	0	0	0	0	0%	0	0	0	5,000	5,000
TOTAL INTEGRATED SERVICES	0	0	0	0	0%	0	0	0	7,176,354	7,176,354
21051900 TRANSFERS TO OTHER FUNDS										
591000 TRANSFER TO GENERAL FUND	7,000	344,182	7,000	1,953,641	27909%	1,023,545	7,000	1,110,045	90,000	83,000
TOTAL TRANSFERS TO OTHER FUNDS	7,000	344,182	7,000	1,953,641	27909%	1,023,545	7,000	1,110,045	90,000	83,000
TOTAL DEPARTMENT REVENUE	-17,282,710	-20,510,695	-19,437,261	-22,667,944	117%	-6,678,382	-21,016,867	-22,719,034	-23,699,810	2,682,943
TOTAL DEPARTMENT EXPENSE	17,282,710	19,012,915	19,437,261	23,524,064	121%	10,510,162	21,016,867	23,074,364	23,699,810	2,682,943
-ADDITION TO / USE OF FUND BALANCE	0	-1,497,781	0	856,119		3,831,781	0	355,330	0	

Public Health

Department Vision - Where the department would ideally like to be

The Sauk County Health Department is an independent, nationally accredited, Level III health department that builds and sustains a healthy diverse community.

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 through collaboration 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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Criminal Justice Coordinating Council and stepping up initiative
 General Government - Cooperation
 Conservation, Development, Recreation, Culture, and Education - Groundwater study
 Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update
 Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land
 Health and Human Services - Commitment to Health Care Center
 Health and Human Services - Peer learning groups
 Health and Human Services - Visiting nurses / home health care / isolated individuals
 Health and Human Services - Medical assisted treatment program
 Health and Human Services - Comprehensive community services
 Justice & Public Safety - Coroner's Office and budget
 Justice & Public Safety - Emergency response and preparedness
 Justice & Public Safety - Diversion programs / alternatives to incarceration
 Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry
 Outside Issues - Affordable/low income housing
 Outside Issues - Workforce development
 Outside Issues - Transportation
 Outside Issues - Communication - into and with the community
 Outside Issues - Homelessness

Public Health

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
<p>Increase the number of people in all age groups who receive preventive dental care.</p>	<ol style="list-style-type: none"> 1. Customer utilization trends in the Seal-A-Smile program over previous years. 2. Number of unmet restorative dental needs in children. 3. Identified oral health needs in the older adult (55+) population. 	<ol style="list-style-type: none"> 1. Secure \$30,000 in grant funding to increase the number of children receiving sealants in schools. 2. Complete the Seal-a-Smile (SAS) program in 17 schools. 3. Provide dental screenings to 1,800 children. 4. Provide dental sealants to 675 children. 5. Connect 90% of children with acute dental needs identified during screenings to restorative care. 6. Increase by \$10,000 service group and private foundation support for the Adopt-a-Smile program. 7. Identify the prevalence and type of unmet dental needs in older adults (55+). 	<p style="text-align: center;">12/31/2020</p>
<p>Improve community resiliency to recover from an outbreak or disaster.</p>	<ol style="list-style-type: none"> 1. Implementation progress on State Public Health Emergency Preparedness Plan (PHEP). 2. Number of Emergency Management (EM) trainings provided. 3. Number of emergency preparedness exercises conducted. 4. Number of annual press releases. 5. Percentage of employees with completed ICS trainings. 6. Number of declared public health emergencies. 7. Percentage of staff responding to call-down within allocated timeframe. 	<ol style="list-style-type: none"> 1. Implement at least 50% of the new state PHEP plan. 2. Send at least 5 press releases on public health preparedness. 3. Hold at least 3 meetings with PHEP partners to coordinate response planning. 4. Conduct at least 1 exercise with SCHD staff. 5. Participate in 80% of regional exercises. 6. Train 100% of new staff in required ICS training within 60 days of hire. 7. Develop public education templates for flood safety and health, and at least 2 other types of emergency responses. 8. Train 20 resident volunteers to participate in declared emergencies. 9. Have 95% of assigned staff respond to call-down drill within allocated timeframe. 	<p style="text-align: center;">12/31/2020</p>
<p>Reduce rates of vaccine-preventable diseases by increasing vaccination coverage levels for universally recommended vaccines among all age groups.</p>	<ol style="list-style-type: none"> 1. 19-35 month rates of DTaP, Hib, hip B, MMR, polio immunizations. 2. Kindergarten vaccination rates. 3. Adolescent vaccination rates. 4. Children (6 mos. - 17 years) influenza vaccination rates. 5. Adult influenza vaccination rate. 6. Percentage of private providers who have vaccination coverage levels measured annually. 	<ol style="list-style-type: none"> 1. Conduct on-site education with 10 private providers to normalize vaccinations and increase provider-specific vaccination rates to national standards. 2. Educate 100% of school nurses and licensed day care facilities to normalize vaccinations, decrease waivers, and increase vaccination rates. 3. Conduct comprehensive, multi-media, culturally-appropriate public awareness campaign to educate community on risks of influenza and safety of the influenza vaccine, with special focus on immunocompromised, very young, and elderly residents. 4. Meet or exceed all State immunization goals for 2020. 5. Convene at least 6 meetings of the Immunization Coalition with 75% participation by membership. 6. Increase access to vaccines by providing vaccines to any resident who arrives at the SCHD during business hours, regardless of posted immunization clinic. 7. Provide Hep A vaccines in the jail on a monthly basis. 8. Provide Hep A vaccines to uninsured and underinsured adults at community events, SCHD locations, and special outreach events. 	<p style="text-align: center;">12/31/2020</p>
<p>Prevent communicable disease outbreaks through education, surveillance, treatment, investigation, and case follow up.</p>	<ol style="list-style-type: none"> 1. Number of cases of reportable illnesses. 2. Percentage change in number of reportable illnesses. 3. Percentage of cases successfully followed up. 4. Number of defined outbreaks. 	<ol style="list-style-type: none"> 1. Reduce the total number of communicable disease cases by 5% from 2019. 2. Follow up with 95% of all cases of reportable illness within State guidelines. 3. Avoid measles outbreak through community and provider education about importance of vaccinations. 4. Reduce sexually transmitted illness by 5% over 2019. 5. As a community, provide age-appropriate vaccinations to 75% of children aged 0-24 months. 6. Conduct comprehensive, multi-media community education campaign to educate residents and policy makers about STI prevention. 	<p style="text-align: center;">12/31/2020</p>

Public Health

Maintain national accreditation status.	<ol style="list-style-type: none"> 1. Number of policies reviewed. 2. Percentage of PHAB dimensions met or exceeded. 3. Development of an Ethics Committee. 4. Development of a cogent branding strategy. 	<ol style="list-style-type: none"> 1. Develop and implement a branding strategy for SCHD that meets or exceeds PHAB standards. 2. Create a Public Health Ethics Policy and Committee that meets or exceeds PHAB standards. 3. Submit all required reports and updates to PHAB as required. 4. Develop an outline of the framework for the <i>SCHD Plan for Reaccreditation in 2022</i>. 5. Review all policies annually. 	12/31/2020
Create a quality-focused organization	<ol style="list-style-type: none"> 1. QI Metrics. 2. QI training rates. 3. Percentage of QI plan complete. 4. Percentage of Strategic Plan complete. 	<ol style="list-style-type: none"> 1. Review and regularly update the Quality Improvement Plan. 2. Develop outcome-based performance metrics for 100% of programs and services. 3. Review monthly performance metrics and systematically identify opportunities for improvement. 4. Provide QI training to 100% of staff within 60 days of hire, and ensure that 95% of all staff have received QI training annually. 5. Conduct at least 2 formal QI projects annually, determined by comprehensive review of performance indicators. 6. Create a comprehensive, 3-year Strategic Plan, to incorporate the Community Health Improvement Plan. 	12/31/2020
Create a competent public health workforce	<ol style="list-style-type: none"> 1. Training rates. 2. Percentage of workforce development plans complete. 3. Percentage of employees with timely performance evaluation and employee development plans in place. 	<ol style="list-style-type: none"> 1. Create a formal, PHAB-appropriate Workforce Development Plan. 2. Develop training plans, with lists of required trainings, for 100% of all position titles. 3. Provide required trainings for 95% of staff. 4. Identify public health core competencies for 100% of position titles. 5. Revise 75% of position descriptions to include public health core competencies. 6. Create Team Engagement Committee, to include at least 4 non-management staff, to develop opportunities for team development and engagement. 	12/31/2020

Public Health

<p>Improve the health and wellness of infants and children 0-17 years old).</p>	<ol style="list-style-type: none"> 1. Birth outcomes. 2. Teen pregnancy rate. 3. Preterm birth rate. 4. Low birth weight rate. 5. Birth rate. 6. Infant mortality rate. 7. Access to prenatal care. 8. Incarceration rates of parents of children aged 0-17 years. 9. Home visiting rates. 10. WIC caseload. 11. Breastfeeding rates. 12. Social determinants of health data (parental employment, job training, education, housing stability, access to transportation, food access). 13. Father involvement. 14. Infant and child injury rates 15. Adolescent death rate. 16. Household smoking rates. 17. Teen suicide rates. 	<ol style="list-style-type: none"> 1. Collect and analyze birth data on a quarterly basis to identify trends. 2. Identify poor birth outcomes (low birth weight, pre-term birth, infant mortality, maternal mortality) from available data. 3. Implement at least 4 public awareness and/or education campaigns to address infant and child health issues, including safe sleep, early prenatal care, and childhood injuries. 4. Increase the proportion of employers who have worksite lactation support programs. 5. Provide education and support to jail management and staff to improve maternal child interactions with incarcerated individuals on a case by case basis. 6. Reduce unintended teen pregnancy by 10% through provider and community education and referral to LARCs and other family planning services. 7. Decrease teen suicide rate by providing evidence-based trainings to at least 500 members of the community. 8. Working with partners, distribute at least 200 gun locks to residents. 9. Working with partners, distribute at least 1,000 medication lock boxes to residents. 10. Convene at least 6 meetings of the Safe Kids Coalition. 11. Disseminate and fit at least 25 car seats. 12. Provide breast feeding support, education, training, and promotion to at least 6 Sauk County employers. 13. Increase use of Famer's Markets by women enrolled in WIC by 10%. 14. Ensure that at least 97% of the assigned WIC caseload participates in WIC services. 15. Secure at least \$5,000 in external funding to support work of the Safe Kids Coalition. 16. Provide health education and injury prevention to at least 1,000 children at Rural Safety Days. 17. Provide blood lead level testing to 350 children aged 6 mo-5 yrs 11 mo. 	<p style="text-align: center;">12/31/2022</p>
<p>Improve preconception health of women.</p>	<ol style="list-style-type: none"> 1. Birth outcomes. 2. Teen pregnancy rate. 3. Preterm birth rate. 4. Prenatal care rates. 5. Social determinants of health data (parental employment, job training, education, housing stability, access to transportation, food access). 6. Insurance status of females aged 13-45. 7. Physician visit rates of women aged 13-45. 8. Maternal mortality rate. 9. Smoking rates. 	<ol style="list-style-type: none"> 1. Implement healthy weight initiative focused on young women and girls. 2. Conduct at least 4 public awareness and/or education campaigns focused on women's preconceptional health. 3. Improve graduation outcomes for teen parents by obtaining extra school credit for participating in Nurse Family Partnership program in all 5 school districts. 4. Convene at least 4 meetings of a Reproductive Health Coalition with broad-based community stakeholders. 5. Provide at least 4 healthy cooking demonstrations at local Farmer's Markets. 6. Provide medical nutrition therapy to 95% of high risk pregnant women enrolled in PNCC and NFP. 7. Increase use of Famer's Markets by women enrolled in WIC by 10%. 8. Ensure that at least 97% of the assigned WIC caseload participates in WIC services. 9. Improve rate to less than 25% of subsequent pregnancies to greater than 1 year of previous pregnancy in NFP population. 	
<p>Improve mental health outcomes and treatment</p>	<ol style="list-style-type: none"> 1. Suicide rate. 2. Number of coalition meetings held. 3. Number of people trained in WQPR. 4. Number of certified trainers in Sauk County. 5. Number of awareness campaigns launched. 	<ol style="list-style-type: none"> 1. Actively participate as public health strategist in at least 6 Sauk Suicide Prevention Coalition meetings. 2. Maintain at least 3 certified QPR trainers in the County, including at least 1 in SCHD. 3. Train at least 250 residents and/or workers in Sauk County in QPR. 4. Implement at least 2 comprehensive community awareness campaigns on suicide and suicide prevention, with one focused on farmers. 	

Public Health

<p>Improve rates of alcohol, tobacco and other drug use</p>	<ol style="list-style-type: none"> 1. Suicide death rate. 2. Opioid overdose deaths. 3. Opioid prescriptions written. 4. Number of medication lock boxes distributed. 5. Number of people trained in Narcan administration. 6. Number of Narcan kits distributed. 7. Number of Sauk County Partnership for Prevention and Recovery coalition meetings. 8. Percentage of retailers who sell tobacco products to minors. 9. Number and type of definitive data sources and indicators. 10. Percent of defined. 	<ol style="list-style-type: none"> 1. Educate at least 500 people on safe use, storage, and disposal of commonly misused prescription medications. 2. Disseminate at least 200 medication lock boxes/year to Sauk County residents 3. Distribute at least 200 disseminate-at-home medication disposal units to Sauk County Residents. 4. Provide Narcan training to at least 500 Sauk County residents or people working in Sauk County annually. 5. Conduct at least 5 Sauk County Overdose Fatality Review team meetings annually. 6. Participate in at least 1 tobacco retailer compliance check. 7. Participate in educational campaign focused on reducing non-compliant tobacco retailers. 8. Define measures, data sources, and data collection activities for opioid-related prevention activities, risk factors, protective factors, opioid use. 9. Collect community-level data on opioid use and risk indicators through an environmental scan. 10. Collect data to identify opioid use and health outcome disparities. 11. Review data at least quarterly to define appropriate opioid use reduction strategies. 12. Implement data-informed, community-driven interventions to reduce opioid use. 13. Participate as lead public health strategist in at least 10 meetings of the Sauk County Partnership for Prevention. 14. Facilitate active participation of at least 8 or the 12 identified sectors in the Partnership. 15. Conduct at least 4 trainings of pharmacists to increase distribution of Narcan. 16. Train at least 10 prescribers of opioids in proper prescribing and identification of misuse. 17. Work with CJCC, Human Services, local MAT providers, other healthcare providers and law enforcement to improve the connection of residents with SUD to appropriate services and treatment. 18. identify best practice model and create post-overdose response team to improve connection of people who have experienced an overdose to appropriate services and treatment. 	
<p>Increase the number of Sauk County children who are active 5 or more days/week.</p>	<ol style="list-style-type: none"> 1. Rates of childhood physical activity. 2. Number of Sauk County Coalition of Activity and Nourishment (CAN) meetings held. 3. Number of active members of Sauk CAN. 3. Promotional campaign. 4. new external funding dedicated to childhood activity and nutrition. 	<ol style="list-style-type: none"> 1. Lead at least 6 meetings of Sauk CAN. 2. Ensure at least 15 active participants/meeting. 3. Implement comprehensive community education and awareness campaign on childhood obesity, activity, and nutrition. 4. Secure at least \$10,000 in seed money for community work of Sauk CAN. 	
<p>Implement the Community Health Improvement Plan (CHIP) action plan.</p>	<ol style="list-style-type: none"> 1. Percentage of action plan complete. 2. Meeting minutes of Health and Wellness Steering Committee. 3. SCHED Annual report progress. 	<ol style="list-style-type: none"> 1. Convene and lead at least 10 meetings of the Sauk County Health and Wellness Coalition (Steering Committee, subcommittees, etc.). 2. Ensure active membership in the Coalition of at least 20 key stakeholders. 3. Provide quarterly updates to Coalition and annual updates to the broader community. 	<p>11/1/2020</p>

Public Health

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
Communicable Disease	The Health Department is statutorily required to investigate and report communicable disease to the Wisconsin Department of Health Services. Staff monitors and tracks documented communicable disease cases, outbreaks and provides educational resources and follow-up surveillance through the Wisconsin Electronic Disease Surveillance System (WEDSS). In the summer of 2018, an additional thirteen new diseases and conditions became reportable to local health departments.	DHS Ch.145.17 & Wis Stat. 252.11	User Fees / Misc.	\$0	1.77	100% of reportable communicable disease cases are tracked, assessed for investigation needs, and prevention activities are designed if data support the need. Six hundred fifty (650) cases of communicable disease will be tracked and followed up.
			Grants	\$5,300		
			TOTAL REVENUES	\$5,300		
			Wages & Benefits	\$194,653		
			Operating Expenses	\$9,199		
			TOTAL EXPENSES	\$203,852		
COUNTY LEVY	\$198,552					
Tuberculosis Program	All tuberculosis (TB) cases, active, latent, and suspect cases are subject to Public Health investigation and interventions. The Health Department provides TB skin tests to area residents upon request.	Wis Stat. 252.07 DHS Ch. 145.08	User Fees / Misc.	\$4,500	0.29	100% of TB cases are tracked; high risk populations are educated and connected to testing and treatment if appropriate.
			Grants	\$0		
			TOTAL REVENUES	\$4,500		
			Wages & Benefits	\$27,412		
			Operating Expenses	\$3,951		
			TOTAL EXPENSES	\$31,363		
COUNTY LEVY	\$26,863					
Public Information and Communication	Information on public health programs is provided to the public through various outlets such as web site, Facebook, press releases, public service announcements, community campaigns, community groups, parish nurses, and medical providers. Educational materials are distributed in the Public Health waiting room, the Aging and Disability Resource Center (ADRC) and local agencies throughout Sauk County. The Public Health nurses consult with school and clinic nurses, the Sauk County Jail, the Health Care Center, infection control practitioners in the hospitals and Ho Chunk Health Department.	DHS Ch. 140	User Fees / Misc.	\$0	0.63	Increased awareness of Public Health risks and resources throughout Sauk County partially through dissemination of 5,000 educational materials and 6 press releases.
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$75,877		
			Operating Expenses	\$3,386		
			TOTAL EXPENSES	\$79,263		
COUNTY LEVY	\$79,263					
Immunization	A fundamental role of public health is to assure residents receive appropriate immunizations so as to reduce preventable disease. An immunization coalition was started to share best practices with all health care providers. County data is evaluated and used to develop initiatives to increase immunization rates in Sauk County.	DHS Ch. 144 & 145	User Fees / Misc.	\$2,000	1.22	Meet or exceed State immunization rate targets through provider and community education, resulting in provision of at least 750 immunizations.
			Grants	\$15,952		
			TOTAL REVENUES	\$17,952		
			Wages & Benefits	\$119,467		
			Operating Expenses	\$13,685		
			TOTAL EXPENSES	\$133,152		
COUNTY LEVY	\$115,200					

Public Health

<p>Prenatal Child Care / Nurse Family Partnership</p>	<p>The Prenatal Care Coordination (PNCC) Program is a service available at no cost to pregnant teens or pregnant women who are eligible for Medical Assistance. Services provided include: identification of needs and services, assistance with finding a physician, nutritional counseling and Women Infants & Children (WIC) referrals, social support throughout pregnancy, breastfeeding advice, and education about care of newborns. We also coordinate with internal programs, Human Services, and community partners to ensure that high risk cases are managed and receive the wrap around services necessary for a healthy birth. Nursing visits are also made to the jail to help coordinate prenatal care for pregnant inmates. 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 federal grant is allocated through the Wisconsin Department of Children and Families. The program services 90 children and families residing in Sauk County.</p>	<p>DHS Ch 251.05</p>	<table border="1"> <tr><td>User Fees / Misc.</td><td style="text-align: right;">\$507,195</td></tr> <tr><td>Grants</td><td style="text-align: right;">\$0</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$507,195</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$640,069</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$101,708</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$741,777</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">\$234,582</td></tr> </table>	User Fees / Misc.	\$507,195	Grants	\$0	TOTAL REVENUES	\$507,195	Wages & Benefits	\$640,069	Operating Expenses	\$101,708	TOTAL EXPENSES	\$741,777	COUNTY LEVY	\$234,582	<p>6.58</p>	<p>Improved birth outcomes, including decreased low birth weight, decreased infant mortality, and improved maternal and child health; stable and safe housing, employment, job training, transportation, appropriate child care, and connection to other supportive services are also part of the ongoing care management model. Reduce infant mortality (<5.5%); reduce preterm birth rate to 11.4% or less; reduce low birth weight to 7.8% or less. Reduce subsequent pregnancies within 1 year following birth to less than 25%. Assess 95% of children with developmental delays. Turn 97% of NFP referrals into enrolled clients. Ensure 90% of NFP children are up to date with immunizations at 24 months. Ensure 125 enrolled in NFP over course of the year.</p>
User Fees / Misc.	\$507,195																		
Grants	\$0																		
TOTAL REVENUES	\$507,195																		
Wages & Benefits	\$640,069																		
Operating Expenses	\$101,708																		
TOTAL EXPENSES	\$741,777																		
COUNTY LEVY	\$234,582																		
<p>Keeping Kids Alive (Child Death Review)</p>	<p>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 Child Death Review (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 other key stakeholders vital to the case.</p>	<p>Wis Stat. 253</p>	<table border="1"> <tr><td>User Fees / Misc.</td><td style="text-align: right;">\$0</td></tr> <tr><td>Grants</td><td style="text-align: right;">\$0</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$0</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$48,611</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$0</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$48,611</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">\$48,611</td></tr> </table>	User Fees / Misc.	\$0	Grants	\$0	TOTAL REVENUES	\$0	Wages & Benefits	\$48,611	Operating Expenses	\$0	TOTAL EXPENSES	\$48,611	COUNTY LEVY	\$48,611	<p>0.50</p>	<p>100% of child fatalities ruled accidental are reviewed by the Child Death Review Team. Develop 1 policy change or program intervention based on results of the CDRT.</p>
User Fees / Misc.	\$0																		
Grants	\$0																		
TOTAL REVENUES	\$0																		
Wages & Benefits	\$48,611																		
Operating Expenses	\$0																		
TOTAL EXPENSES	\$48,611																		
COUNTY LEVY	\$48,611																		
<p>Resource Nurse</p>	<p>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 by providers at the local birthing centers. Some are joint cases with high risk cases also being followed by Human Services. Home assessments are completed for child safety. The Public Health nurse completes physical, social and emotional screening on children to connect them to more intensive services as needed. Neonatal Abstinence Syndrome infants are also case managed by the Public Health nurse.</p>	<p>Wis Stat. 253</p>	<table border="1"> <tr><td>User Fees / Misc.</td><td style="text-align: right;">\$0</td></tr> <tr><td>Grants</td><td style="text-align: right;">\$0</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$0</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$45,069</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$4,625</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$49,694</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">\$49,694</td></tr> </table>	User Fees / Misc.	\$0	Grants	\$0	TOTAL REVENUES	\$0	Wages & Benefits	\$45,069	Operating Expenses	\$4,625	TOTAL EXPENSES	\$49,694	COUNTY LEVY	\$49,694	<p>0.43</p>	<p>100% of enrolled children will receive comprehensive screenings to identify risks and opportunities for connection to vital services. 100% of high-risk families will be contacted a minimum of three times enroll in care management and receive services.</p>
User Fees / Misc.	\$0																		
Grants	\$0																		
TOTAL REVENUES	\$0																		
Wages & Benefits	\$45,069																		
Operating Expenses	\$4,625																		
TOTAL EXPENSES	\$49,694																		
COUNTY LEVY	\$49,694																		
<p>Maternal Child Health Grant (MCH)</p>	<p>The Maternal Child Health Grant (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 (car seats, cribs and Child Death Review Team) and adolescent suicide prevention. The Community Connections Program provides resources to the caregivers of children with incarcerated parent(s). The Community Connection Program was developed in 2015 with UW-Extension, Health Department, Law Enforcement, and the Criminal Justice Coordinating Committee (CJCC).</p>	<p>Wis Stat. 253</p>	<table border="1"> <tr><td>User Fees / Misc.</td><td style="text-align: right;">\$0</td></tr> <tr><td>Grants</td><td style="text-align: right;">\$29,159</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$29,159</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$78,357</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$7,004</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$85,361</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">\$56,202</td></tr> </table>	User Fees / Misc.	\$0	Grants	\$29,159	TOTAL REVENUES	\$29,159	Wages & Benefits	\$78,357	Operating Expenses	\$7,004	TOTAL EXPENSES	\$85,361	COUNTY LEVY	\$56,202	<p>0.71</p>	<p>Reduce adolescent suicide rate by 12%. Provide and install 25 car seats for high risk families. Provide case management to 75% of caregivers of incarcerated parents who give permission.</p>
User Fees / Misc.	\$0																		
Grants	\$29,159																		
TOTAL REVENUES	\$29,159																		
Wages & Benefits	\$78,357																		
Operating Expenses	\$7,004																		
TOTAL EXPENSES	\$85,361																		
COUNTY LEVY	\$56,202																		
<p>Lead</p>	<p>A public health nurse provides education and case management to parents of a child with elevated blood lead levels. An environmental health assessment may be conducted to collect samples to determine the sources of the lead contamination in and around a client's home. Information and resources are given for clean-up and abatement.</p>	<p>Wis Stat. 254.166</p>	<table border="1"> <tr><td>User Fees / Misc.</td><td style="text-align: right;">\$0</td></tr> <tr><td>Grants</td><td style="text-align: right;">\$7,157</td></tr> <tr><td>TOTAL REVENUES</td><td style="text-align: right;">\$7,157</td></tr> <tr><td>Wages & Benefits</td><td style="text-align: right;">\$37,776</td></tr> <tr><td>Operating Expenses</td><td style="text-align: right;">\$3,571</td></tr> <tr><td>TOTAL EXPENSES</td><td style="text-align: right;">\$41,347</td></tr> <tr><td>COUNTY LEVY</td><td style="text-align: right;">\$34,190</td></tr> </table>	User Fees / Misc.	\$0	Grants	\$7,157	TOTAL REVENUES	\$7,157	Wages & Benefits	\$37,776	Operating Expenses	\$3,571	TOTAL EXPENSES	\$41,347	COUNTY LEVY	\$34,190	<p>0.38</p>	<p>Provide tests for elevated blood levels in 425 children. Conduct follow-up investigations on 100% of children with EBLL >= 5 mcg/dl</p>
User Fees / Misc.	\$0																		
Grants	\$7,157																		
TOTAL REVENUES	\$7,157																		
Wages & Benefits	\$37,776																		
Operating Expenses	\$3,571																		
TOTAL EXPENSES	\$41,347																		
COUNTY LEVY	\$34,190																		

Public Health

Safe Kids Sauk County	SCHD is facilitating/coordinating the Safe Kids Sauk County coalition, which is developing multiple projects to address injury prevention for children in Sauk County. The community partners include Reedsburg Area Medical Center, SSM Health - St. Clare Hospital, the Sauk County Sheriff's department, Baraboo Fire Department, and Baraboo District Ambulance, Sauk County Emergency Management, UW-Extension Sauk County, Sauk County Health Department, Reedsburg Area Ambulance Service, Sauk Prairie Healthcare, Sauk Prairie Police Department, Lake Delton Police Department, Lake Delton Fire Department, Dells/Delton EMS.	DHS Ch 251.05	User Fees / Misc.	\$0	0.13	98% of Sauk County 3rd graders will participate in the Rural Safety Day Event. A strategic plan will be developed to prioritize issue areas and interventions based on data and community input.
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$11,465		
			Operating Expenses	\$0		
			TOTAL EXPENSES	\$11,465		
COUNTY LEVY	\$11,465					
Medical Assistance Match Grant	The Public Health Nurses assist residents who are seeking information on healthcare enrollment and referral information. This also includes enrollment in the Wisconsin Well Woman Program, Express Enrollment and Family Planning Waivers. The Dental Hygienist provides follow-up and access to care for those identified with acute dental needs.	DHS Ch 251.05	User Fees / Misc.	\$0	0.56	200 residents will be connected to healthcare services, plus an additional 100 children will be connected to acute dental care.
			Grants	\$27,978		
			TOTAL REVENUES	\$27,978		
			Wages & Benefits	\$55,171		
			Operating Expenses	\$3,138		
			TOTAL EXPENSES	\$58,309		
COUNTY LEVY	\$30,331					
Preparedness	Administration and facilitation of a response plan for public health emergencies (e.g. influenza pandemics, Hep A outbreak, measles outbreak, biohazard release, flooding). Includes training internal staff and community partners on public health preparedness. Also coordinate efforts emergency preparedness efforts between hospitals, EMS and other health care resources during an emergency.	Wis Stat 250.03 DHS Ch 251.05	User Fees / Misc.	\$0	0.90	
			Grants	\$70,430		
			TOTAL REVENUES	\$70,430		
			Wages & Benefits	\$88,930		
			Operating Expenses	\$7,167		
			TOTAL EXPENSES	\$96,097		
COUNTY LEVY	\$25,667					
INTAKE / Community Care	The community care program provides services for urgent health and dental care for those with no health/dental insurance.	DHS Ch 251.05	User Fees / Misc.	\$0	0.90	Provide 100 medical vouchers for high-risk clients in need of medical care.
			Grants	\$0		
			Use of Carryforward Funds	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$87,726		
			Operating Expenses	\$6,630		
TOTAL EXPENSES	\$94,356					
COUNTY LEVY	\$94,356					
Dental	Dental services are provided in public schools throughout Sauk County that have at least 35% of the student population on the free or reduced lunch program. For the 2019-2020 school year, Sauk County Health Department will be adding 4k and Kindergarten from the Baraboo School District. The number of schools will increase from sixteen (16) to eighteen (18).	DHS Ch 251.05	User Fees / Misc.	\$47,000	1.52	Reduce the number of children with unmet dental needs by 20%. Maintain a 95% retention rate on sealants. Increase the number of schools served to 18, Increase the number of students served to 1,800.
			Grants	\$40,000		
			TOTAL REVENUES	\$87,000		
			Wages & Benefits	\$85,765		
			Operating Expenses	\$39,162		
			TOTAL EXPENSES	\$124,927		
COUNTY LEVY	\$37,927					
Tobacco	Sauk County is represented in the South Central WI Tobacco Free Coalition (SCWTFC), a multijurisdictional coalition with Adams, Juneau, and Richland Counties. The Wisconsin WINS program is part of SCWTFC. This coalition coordinates tobacco control efforts with the Sauk County Partnership for Prevention, a health department-led coalition. Reducing electronic cigarette use among youth is a priority of the Sauk County Partnership for Prevention.	DHS Ch 251.05	User Fees / Misc.	\$0	0.01	Decrease the tobacco sale rate to minors to 15%. Identify accurate rate of electronic cigarette use among teens. Reduce the rate of electronic cigarette use among teens by 5%. Conduct 64 compliance checks of retail tobacco retailers.
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$1,621		
			Operating Expenses	\$0		
			TOTAL EXPENSES	\$1,621		
COUNTY LEVY	\$1,621					

Public Health

Rabies	Rabies is a reportable communicable disease caused by warm blooded animals. Environmental Health coordinates with veterinary clinics and the Wisconsin State Lab of Hygiene for testing of specimens. The cost for testing specimens is primarily the Health Department's responsibility. Environmental Health staff follows the animal by ensuring quarantine and verifying veterinary checks are completed. Environmental Health staff refer patient issues to a Public Health Nurse for follow-up.	DHS Ch 95.21	User Fees / Misc.	\$0	0.14	
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$19,197		
			Operating Expenses	\$2,583		
			TOTAL EXPENSES	\$21,780		
			COUNTY LEVY	\$21,780		
Community Health Improvement Plan / Community Health Assessment (CHIP/CHA)	The Health and Wellness Coalition consists of Reedsburg Area Medical Center, SSM Health - St. Clare Hospital, Sauk Prairie Healthcare and the Sauk County Health Department. A Community Health Improvement Plan was completed in 2019 that identified three top health priorities that will steer the health department's programming efforts through the coming year.	Wis Stat. 250.07 DHS Ch. 251.05	User Fees / Misc.	\$0	1.65	Complete Annual Report for 2019. Expand Health & Wellness coalition membership to 15 members. Create strategic plan to meet objectives of the CHIP.
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$167,464		
			Operating Expenses	\$64,268		
			TOTAL EXPENSES	\$231,732		
			COUNTY LEVY	\$231,732		
Foot Clinic	The foot clinics are provided to any individual at seven locations throughout Sauk county. The program rates are adjusted based on total cost of program. The clinics average approximately 149 individuals per month. Public Health Aides and Registered Nurses provide this service.		User Fees / Misc.	\$55,000	1.02	Provide foot examinations and initial treatment to 1,950 residents
			Grants	\$0		
			TOTAL REVENUES	\$55,000		
			Wages & Benefits	\$63,702		
			Operating Expenses	\$3,739		
			TOTAL EXPENSES	\$67,441		
			COUNTY LEVY	\$12,441		
PDO Grant (Narcan) SPF Grant ODR Grant	Wisconsin is facing an opioid epidemic. Sauk County has received a 5-year SAMSHA grant to decrease opioid deaths and increase naloxone distribution into the community. The grant is called the Wisconsin Prescription Drug/Opioid Overdose-Related Deaths Prevention Project (WI-PDO). The WI -PDO grant has required partnering with a pharmacy in order to dispense naloxone. Naloxone (Narcan®) is a drug used to treat and prevent opioid overdose deaths. The Strategic Prevention Framework grant (SPF) has allowed us to facilitate a coalition that meets monthly, that focuses on three priorities: 1) reduce youth vaping, 2) reduce youth alcohol use, and 3) reduce the misuse of controlled substance prescription drugs for all ages. The Overdose Death Review (ODR) is a grant from the Department of Justice that allows us to review all overdose deaths in Sauk County. The goal is to look for trends and patterns in overdose related deaths for prevention purposes and identify and implement practices, policies, and initiatives to reduce overdose death.		User Fees / Misc.	\$0	2.46	Train 250 residents in QPR to help reduce opioid overdose death rate by 13%. Increase the number of people who overdose nonfatally who are connected with treatment supports by 10%. Train 500 people in how to respond to an opioid overdose, including the provision of 500 Narcan kits. Implement at least one policy change based on results from the Overdose Death Review Team and/or the Sauk County Partnership for Prevention. Reduce youth initiation of electronic cigarettes by 5% as identified in the BRFSS. Reduce youth alcohol use as identified in the BRFSS by 5%. Implement at least 1 comprehensive educational campaign to reduce substance abuse and reduce stigma associated with SUD. Distribute 400 prescription medication lock boxes.
			Grants	\$280,522		
			TOTAL REVENUES	\$280,522		
			Wages & Benefits	\$221,264		
			Operating Expenses	\$58,903		
			TOTAL EXPENSES	\$280,167		
			COUNTY LEVY	(\$355)		
Outlay	Van for dental program / funded by Ho-Chunk Intergovernmental Agreement	\$25,000	User Fees / Misc.		-	
			Grants	\$25,000		
			TOTAL REVENUES	\$25,000		
			Operating Expenses	\$25,000		
			TOTAL EXPENSES	\$25,000		
Totals			TOTAL REVENUES	\$1,117,193	21.80	
			TOTAL EXPENSES	\$2,427,315		
			COUNTY LEVY	\$1,310,122		

Public Health

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Communicable Disease Follow Up	535	600	650
Medical Vouchers Written	48	100	100
Immunizations Provided	659	700	750
Tobacco Compliance Checks Made to Establishments	64	64	64
Number of lock boxes dispensed to community members to safely store prescription drugs.	164	400	400
Number of people trained in Narcan and overdose death prevention	416	250	500
Number of oral screenings in the Seal-a-Smile program	1,649	1,700	1,800
Number enrolled in Sauk County Nurse Family Partnership Program	114	120	125
Number of residents trained in <i>Question, Persuade, Refer</i> (QPR)	225	240	250
Percent of TB cases are tracked.	100%	100%	100%
Number of educational materials provided to community.	Unknown	Unknown	5,000
Percent of accidental child fatalities reviewed by the Child Death Review Team	Unknown	Unknown	100%
Percent of children in MCH program who receive Resource Nurse screenings to identify risks	Unknown	Unknown	100%
Age-adjusted suicide rate	14.8/1,000	14.0/1,000	13.0/1,000
Number of children (0-5) screened for elevated blood lead levels	395	380	425
Percent of Sauk County 3rd graders who participate in the Rural Safety Day Event	95%	98%	98%
Number of residents connected to health services through MATCH	Unknown	Unknown	200
Health & Wellness Coalition membership	6	6	15
Number of residents receiving foot examination in Foot clinic	1,789	1,850	1,950

Public Health

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Immunization: Increase vaccination rates for all residents, with a focus on children and older adults, including an emphasis on Hep A, measles, and influenza vaccines.	The residents of Sauk County have been protected against vaccine-preventable diseases, which will improve the health of individuals, families, and the greater community. Rates for children 0-24 months are a good proxy of immunization success in a community, and are included here.	66%	68%	75%
Tobacco: Decrease the percentage of retailers that sell to minors.	Fewer children will have access to tobacco, which has been shown to reduce the rates of tobacco use among teens. Vaping will be the biggest challenge in the coming year, both in terms of collecting good data and reducing both access to and use of electronic cigarettes among children and teens. In 2019, 64 Sauk County tobacco retailers were checked for compliance regarding tobacco sales to minors. These checks were completed under the guidelines of the Wisconsin Wins Tobacco Retailer Compliance Program established through the WI DHS Tobacco Prevention and Control Program.	17%	25%	15%
Lead prevention: Decrease rates of children under 6 years with elevated blood lead levels.	Fewer children will be exposed to lead	1.9% EBLL of those that were tested	1.9% EBLL of those that were tested	1.9% EBLL of those that were tested
Childhood Physical Activity: Increase the rate of regular physical activity in children 5-17	Children will develop good health habits from a young age that will help them live healthy, long lives without debilitating chronic diseases by engaging in physical activity at least 5 days/week..	46.5%	Unknown	48.0%
Communications and Public Education: The department will update the website & regularly use social media at least weekly to include the latest opportunities to support healthy living and how to connect to resources, as measured by the SCHD website visits annually.	Community members will understand how the Health Department can help them raise healthy families, how to connect to health improvement resources, how to utilize the opportunities Sauk County has to live the healthiest lives possible, and how to become an advocate and net promoter of public health in Sauk County.	22,916	26,072	35,000
Dental Care: Increase the number of children who receive preventive dental care.	Children will receive preventive dental check up sealants and to reduce tooth decay and improve dental health.	198	Unknown	250
Sexually Transmitted Infections (STIs): reduce the rate of STIs in the community, with a focus on chlamydia.	Community members will understand STI risks and prevention, practice safe sex, and access treatment to decrease their likelihood of contracting and/or spreading chlamydia.	375.1	NA	325.0
Suicide: Reduce suicide rate.	Stigma around behavioral health treatment will be reduced and residents will access resources to treat mental health conditions which can result in suicide.	14.8	14.0	13.0
Opioid Overdose Deaths: reduce the opioid overdoses death rate.	Residents will have and know how to use Narcan; opioid addiction stigma will be reduced; providers will manage opioid prescriptions as per best practice guidelines; and residents will know how to safely store medications, all reducing the rate of opioid overdose deaths.	14.8%	Unknown	13.0%
Nurse Family Partnership (NFP): improve the opportunities for healthy futures of high risk families.	Families will plan subsequent births to maximize the potential of young children and high risk families, as measured by less than 25% of families with another pregnancy within 2 years of previous pregnancy.	Unknown	Unknown	24%

Health Departments

Oversight Committee: **Public Health Board**

Public Health Director

1.00 FTE

Public Health Deputy Director

1.00 FTE

Environmental Health	Public Health		Women, Infants & Children	Criminal Justice Coordinating
Environmental Health Manager 1.00 FTE	Nurse Manager 1.00 FTE	Public Health Nurse (Nurse Family Partnership) 3.73 FTE	Nutrition Programs Coordinator 1.00 FTE	Criminal Justice Program Manager 1.00 FTE
Registered Sanitarian 4.00 FTE	Public Health Nurse 6.00 FTE	Quality Improvement Coordinator 1.00 FTE	Registered Dietitian 1.58 FTE	Justice Alternatives Case Coordinator 3.00 FTE
Environmental Health Technician 1.00 FTE	Public Health Technician Environmental Health 0.10 FTE Public Health 1.25 FTE	Accounting Specialist 1.00 FTE	Administrative Support / Health Screener 0.78 FTE	Re-Entry Coordinator 1.00 FTE
Program Assistant 1.00 FTE	Home Health Aide (Foot Clinic) 1.27 FTE	Dental Hygienist Project 0.42 FTE	Administrative Support / Receptionist WIC 0.34 FTE Public Health 0.33 FTE Environmental Health 0.33 FTE	Education Navigator 0.75 FTE
	Health Educator 2.00 FTE	Financial Analyst Public Health 0.80 FTE Environmental Health 0.20 FTE		Administrative Specialist 1.00 FTE
		Community Health Strategist 1.00 FTE		

	2016	2017	2018	2019	2020
Public Health					
FTE Change	0.83	3.77	0.59	3.06	0.77
FTE Balance	13.61	17.38	17.97	21.03	21.80
Environmental Health					
FTE Change	0.17	2.26	0.65	-0.35	0.50
FTE Balance	4.57	6.83	7.48	7.13	7.63
Women, Infants & Children (WIC)					
FTE Change	-1.93	-0.21	-0.90	0.00	-0.42
FTE Balance	5.23	5.02	4.12	4.12	3.70
Criminal Justice Coordinating (CJC)					
FTE Change	1.00	2.25	0.45	1.30	1.75
FTE Balance	1.00	3.25	3.70	5.00	6.75
Total					
FTE Change	0.07	8.07	0.79	4.01	2.60
FTE Balance	24.41	32.48	33.27	37.28	39.88

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
PUBLIC HEALTH											
<u>Revenues</u>											
Tax Levy	816,070	819,624	973,004	1,162,065	1,162,065	1,310,121	148,056	12.74%	Vehicle - Dental Van	25,000	0
Grants & Aids	445,125	794,752	918,463	929,247	937,002	1,020,693	91,446	9.84%			
User Fees	54,874	90,983	95,968	95,140	105,734	96,500	1,360	1.43%	2020 Total	25,000	0
Intergovernmental	13,738	885	3,715	0	30	0	0	0.00%			
Donations	0	1,945	0	0	0	0	0	0.00%			
Use of Fund Balance	0	0	3,122	29,960	26,965	0	(29,960)	-100.00%	2021	0	0
									2022	25,000	0
									2023	0	0
									2024	0	0
Total Revenues	1,329,807	1,708,188	1,994,272	2,216,412	2,231,796	2,427,314	210,902	9.52%			
<u>Expenses</u>											
Labor	766,003	1,059,533	1,210,905	1,368,244	1,368,244	1,527,604	159,360	11.65%			
Labor Benefits	259,429	360,264	388,862	458,931	458,931	541,991	83,060	18.10%			
Supplies & Services	229,580	252,589	371,278	389,237	404,621	332,719	(56,518)	-14.52%			
Capital Outlay	39,823	22,233	23,227	0	0	25,000	25,000	0.00%			
Addition to Fund Balance	34,972	13,569	0	0	0	0	0	0.00%			
Total Expenses	1,329,807	1,708,188	1,994,272	2,216,412	2,231,796	2,427,314	210,902	9.52%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

2020 Highlights & Issues on the Horizon

Staffing changes include a Deputy Director reclassification, Director, Health Educator and Community Health Strategist, resulting in increased labor and benefits.

Department will do strategic planning for 2019-2020.

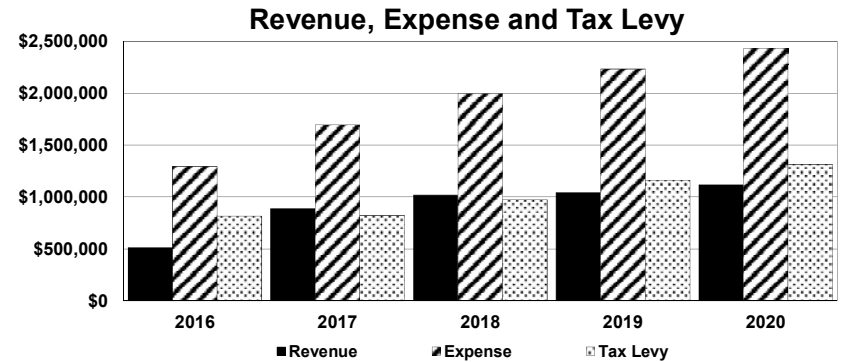
Community Health Improvement Plan (CHIP) Action Plan.

Previously eradicated diseases resurfacing. (Hepatitis A and measles)

Vector borne tracking and eradication and identification. (Mosquitos testing and Tick dragging)

Acquired management of Criminal Justice Coordinating on June 16, 2019.

Potential change in the Affordable Care Act - Could result in an increase of Public Health intake hours, immunization clinics and hiring additional nursing staff.



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: PUBLIC HEALTH	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10040 PUBLIC HEALTH REVENUE										
411100 GENERAL PROPERTY TAXES	-819,624	-819,624	-973,004	-973,004	100%	-581,033	-1,162,065	-1,162,065	-1,310,121	148,056
422160 HO-CHUNK GAMING GRANT	0	-25,400	0	-20,000	0%	-3,450	0	-3,450	-35,000	35,000
423900 BIOTERRORISM GRANT	-51,348	-67,214	-54,084	-64,051	118%	-35,156	-69,441	-69,441	-61,169	-8,272
424030 MICHV-NFP GRANT	-335,703	-309,396	-330,782	-368,196	111%	-227,114	-416,008	-416,008	-470,195	54,187
424110 IMMUNIZATION GRANT	-18,659	-19,936	-16,286	-17,460	107%	-9,598	-14,634	-14,634	-15,952	1,318
424160 PREVENTION GRANT	0	-8,277	-7,627	-16,907	222%	-14,561	0	0	-14,561	14,561
424170 LEAD GRANT	-10,455	-7,157	-7,157	-7,157	100%	-2,674	-7,157	-7,157	-7,157	0
424175 FORWARD HL MA MATCH GRANT	-21,158	-21,007	-25,109	-28,197	112%	-7,083	-30,507	-30,507	-27,978	-2,529
424203 DENTAL GRANTS	-24,355	-39,381	-20,000	-38,570	193%	-23,234	-25,000	-38,025	-30,000	5,000
424204 WI-PDO PRESCR DRUG OVERDOSE	-225,522	-225,552	-225,522	-260,136	115%	-79,224	-225,522	-225,552	-225,522	0
424205 STRAT PREV FRAME PRESCRIP RX	0	0	-70,000	-24,972	36%	-19,971	-30,000	-30,000	-30,000	0
424206 OVERDOSE DEATH REVIEW ODR	0	0	0	-21,447	0%	-9,209	-25,000	-25,000	-25,000	0
424420 HEALTH CHECK	-6,000	0	0	0	0%	0	-5,300	0	0	-5,300
424440 MATERNAL CHILD HEALTH	-33,641	-34,170	-30,420	-27,128	89%	-8,953	-27,128	-27,128	-29,159	2,031
424511 MEDICAL ASSISTANCE DENTAL	-45,000	-37,156	-42,779	-24,048	56%	-37,450	-47,000	-47,000	-47,000	0
424512 MEDICAL ASSISTANCE IMMUNIZATIO	-300	-105	-300	-195	65%	-23	-3,100	-3,100	-2,000	-1,100
424515 MEDICAL ASSISTANCE - TCM	-3,000	0	0	0	0%	0	0	0	0	0
452060 MISCELLANEOUS REVENUES	-2,000	-1,866	-1,000	-9,155	915%	-12,492	-3,500	-13,689	-2,000	-1,500
455100 PUBLIC HEALTH FOOT CLINIC	-51,000	-52,290	-52,640	-55,220	105%	-30,690	-52,640	-52,640	-55,000	2,360
455130 PRENATAL CARE	-48,000	-32,923	-37,000	-29,994	81%	-24,983	-37,000	-37,000	-37,000	0
455160 HEP B MEDICAL REIMBURSEMENT	-1,500	-1,240	-1,500	-730	49%	-250	0	-405	0	0
455170 FLU & PNEUMONIA REIMBURSEMENT	-2,000	-885	-806	-3,715	461%	-30	0	-30	0	0
455180 TB SKIN TESTS	-2,000	-2,664	-5,000	-869	17%	-233	-2,000	-2,000	-2,500	500
485010 DONATIONS & CONTRIBUTIONS	0	-1,500	0	0	0%	0	0	0	0	0
485160 COMMUNITY CARE DONATIONS	0	-445	-2,500	0	0%	0	0	0	0	0
485161 BOO AREA UN FUND DENTAL VOUCHER	0	0	-5,421	0	0%	0	0	0	0	0
485162 BAUF DENTAL CHILDREN	0	0	-4,826	0	0%	0	0	0	0	0
493200 CONTINUING APPROP PRIOR YEAR	0	0	0	0	0%	0	-2,500	0	0	-2,500
TOTAL PUBLIC HEALTH REVENUE	-1,701,265	-1,708,188	-1,913,763	-1,991,150	104%	-1,127,412	-2,185,502	-2,204,831	-2,427,314	241,812
10040416 PUBLIC HEALTH										
511100 SALARIES PERMANENT REGULAR	916,723	863,059	1,002,683	997,888	100%	553,602	1,088,832	1,088,832	1,273,338	184,506
511200 SALARIES-PERMANENT-OVERTIME	0	4	0	0	0%	0	0	0	0	0
511900 LONGEVITY-FULL TIME	1,864	2,332	2,454	2,378	97%	0	2,311	2,311	2,312	1
512100 WAGES-PART TIME	160,101	193,569	154,451	209,999	136%	108,983	276,436	276,436	251,179	-25,257
512900 LONGEVITY-PART TIME	507	570	573	639	112%	0	665	665	775	110
514100 FICA & MEDICARE TAX	82,558	77,589	88,752	87,654	99%	47,888	104,671	104,671	116,862	12,191
514200 RETIREMENT-COUNTY SHARE	73,385	70,520	76,780	76,395	99%	41,622	86,815	86,815	99,552	12,737
514400 HEALTH INSURANCE COUNTY SHARE	210,056	202,460	231,634	212,220	92%	138,111	252,775	252,775	308,884	56,109
514500 LIFE INSURANCE COUNTY SHARE	463	462	517	354	69%	184	395	395	413	18

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: PUBLIC HEALTH	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10040416 PUBLIC HEALTH										
514600 WORKERS COMPENSATION	11,213	9,232	11,289	12,240	108%	6,982	14,275	14,275	16,280	2,005
520100 CONSULTANT AND CONTRACTUAL	0	0	0	10	0%	0	0	0	0	0
520900 CONTRACTED SERVICES	46,836	34,159	110,493	38,793	35%	53,554	73,221	73,221	46,618	-26,603
522500 TELEPHONE	7,400	7,702	14,006	8,375	60%	4,446	13,396	13,396	11,021	-2,375
526100 HO-CHUNK APPROPRIATION	0	5,398	0	0	0%	1,939	0	3,450	10,000	10,000
531000 FOOT CLINIC EXPENSE	3,489	4,002	4,272	7,149	167%	883	3,739	3,739	3,739	0
531100 POSTAGE AND BOX RENT	1,641	1,764	2,480	1,643	66%	968	2,480	2,480	2,879	399
531200 OFFICE SUPPLIES AND EXPENSE	6,950	17,339	7,719	11,161	145%	7,200	7,407	7,407	7,379	-28
531500 FORMS AND PRINTING	0	0	3,073	0	0%	0	3,073	3,073	3,073	0
531800 MIS DEPARTMENT CHARGEBACKS	34,763	31,924	35,991	70,693	196%	58,859	35,867	35,867	39,493	3,626
532200 SUBSCRIPTIONS	500	210	500	400	80%	0	500	500	400	-100
532400 MEMBERSHIP DUES	6,000	1,920	1,500	2,100	140%	225	1,500	1,500	1,500	0
532600 ADVERTISING	0	0	0	90	0%	32	0	0	0	0
532800 TRAINING AND INSERVICE	19,603	6,733	19,043	29,828	157%	15,039	19,043	29,739	40,357	21,314
533200 MILEAGE	23,550	13,703	42,696	12,286	29%	6,019	39,193	39,193	36,710	-2,483
533500 MEALS AND LODGING	5,540	4,356	12,981	10,044	77%	10,931	12,909	12,909	11,418	-1,491
534200 MEDICAL SUPPLIES	41,189	76,199	19,828	120,219	606%	6,115	65,213	65,213	37,779	-27,434
534201 COMMUNITY CARE VOUCHER EXPENSE	2,500	419	2,500	640	26%	0	2,500	20,528	2,500	0
534202 BOO AREA UN FUND DENTAL VOUCHER	2,000	569	5,421	465	9%	430	5,421	10,155	5,421	0
534203 BAUF DENTAL CHILDREN	2,000	0	4,826	128	3%	0	4,826	9,524	4,826	0
534800 EDUCATIONAL SUPPLIES	4,000	543	8,958	11,037	123%	0	2,483	2,483	7,119	4,636
534900 PROJECT SUPPLIES	33,491	39,793	39,494	37,928	96%	23,383	56,707	56,707	51,738	-4,969
535100 VEHICLE FUEL / OIL	2,143	1,413	4,036	2,143	53%	854	4,036	4,036	4,036	0
535200 VEHICLE MAINTENANCE AND REPAIR	500	1,083	2,439	174	7%	196	2,439	2,439	2,339	-100
551900 INSURANCE-GENERAL LIABILITY	300	3,358	2,374	5,972	252%	7,062	2,374	7,062	2,374	0
581900 CAPITAL OUTLAY	0	22,233	0	23,227	0%	0	0	0	25,000	25,000
TOTAL PUBLIC HEALTH	1,701,265	1,694,619	1,913,763	1,994,272	104%	1,095,509	2,185,502	2,231,796	2,427,314	241,812
TOTAL DEPARTMENT REVENUE	-1,701,265	-1,708,188	-1,913,763	-1,991,150	104%	-1,127,412	-2,185,502	-2,204,831	-2,427,314	241,812
TOTAL DEPARTMENT EXPENSE	1,701,265	1,694,619	1,913,763	1,994,272	104%	1,095,509	2,185,502	2,231,796	2,427,314	241,812
-ADDITION TO / USE OF FUND BALANCE	0	-13,569	0	3,122		-31,903	0	26,965	0	

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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Placemaking and economic development

General Government - Criminal Justice Coordinating Council and stepping up initiative

General Government - Cooperation

Health and Human Services - Commitment to Health Care Center

Health and Human Services - Peer learning groups

Health and Human Services - Visiting nurses / home health care / isolated individuals

Health and Human Services - Comprehensive community services

Justice & Public Safety - Diversion programs / alternatives to incarceration

Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry

Outside Issues - Affordable/low income housing

Outside Issues - Workforce development

Outside Issues - Transportation

Outside Issues - Communication - into and with the community

Outside Issues - Homelessness

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 serve as a conduit to provide information and employment assistance to veterans.	Working with the businesses that we identify, track the new 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 and/or give back, through donations, to veterans.	12/31/2020
Develop and implement a system to reach out to disabled veterans whom have not initiated contact with the County Veterans Service Office in the last 5 years or longer 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 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 in the last 5 years. We will contact these veterans by the most expeditious means, 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.	Track the number of followers on Facebook and visits to our website.	Contact newspapers and other traditional media outlets and set up regular time and space for articles and announcements. Maintain a vibrant, active, and fresh presence on social media.	Ongoing

Veterans Service Office

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 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	4.79	25% of the Disabled Veterans Contacted by the Veterans Service Office Staff Will Complete a Full Benefits Review.
			Grants	\$11,500		
			TOTAL REVENUES	\$11,500		
			Wages & Benefits	\$339,191		
			Operating Expenses	\$26,560		
			TOTAL EXPENSES	\$365,751		
COUNTY LEVY	\$354,251					
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. Additionally liaison with partners to seek alternative and more appropriate options for our needy/homeless vets.	Wisconsin Statute 45.81	Grants	\$0	0.20	Veterans avoid homeless and dependence on other county services. Veterans benefit by having reduced stress about finances. Suicide prevention.
			Use of Carryforward	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$9,912		
			Operating Expenses	\$10,028		
			TOTAL EXPENSES	\$19,940		
COUNTY LEVY	\$19,940					
Care of Graves	Assist County Clerk by providing funds to pay for care of veteran graves and disperse flag holders for veteran graves.	Wisconsin Statute 45.85	User Fees / Misc.	\$0	0.01	
			Grants	\$0		
			TOTAL REVENUES	\$0		
			Wages & Benefits	\$607		
			Operating Expenses	\$10,800		
			TOTAL EXPENSES	\$11,407		
COUNTY LEVY	\$11,407					
Totals			TOTAL REVENUES	\$11,500	5.00	
			TOTAL EXPENSES	\$397,099		
			COUNTY LEVY	\$385,599		

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimated	2020 Budget
Number of Federal Applications for Veterans Benefits Processed	4,144	3,900	3,900
Number of State Applications for Veterans Benefits Processed	240	200	200
Homeless veterans assisted annually	N/A	60	75
Number of Veteran Contacts	27,597	22,000	22,000
Monetary Impact to Sauk County from Federal Sources - actual dollars and benefit value	31,308,940	32,569,000	33,000,000
Monetary Impact to Sauk County from State Sources	14,727,000	15,885,000	16,000,000
Number of Veterans who Received Relief and Subsequent Services	42	66	60

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimated	2020 Budget
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	33%	N/A	25%
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. Additionally liaison with partners to seek alternative and more appropriate options for our needy/homeless vets.	Veterans avoid homeless and dependence on other county services. Veterans benefit by having reduced stress about finances. Suicide prevention. (homeless/at risk vets and vet relief apps)	51 (partial tracking)	108	120

Veterans' Services

Oversight Committee: **Aging & Disability Resource Center**

Veterans Service Officer
1.00 FTE

Assistant Veterans Service Officer
1.00 FTE

Veteran Program Coordinator
1.00 FTE

Veteran Benefit Specialist
2.00 FTE

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	-0.06	0.00	0.50	0.19	0.31
FTE Balance	4.00	4.00	4.50	4.69	5.00

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact	
VETERANS SERVICE												
<u>Revenues</u>												
Tax Levy	297,769	304,269	338,857	345,371	345,371	385,598	40,227	11.65%	None	0	0	
Grants & Aids	11,500	6,804	11,500	11,500	11,500	11,500	0	0.00%				
Use of Fund Balance	0	1,423	0	1,266	0	0	(1,266)	-100.00%	2020 Total	0	0	
Total Revenues	309,269	312,496	350,357	358,137	356,871	397,098	38,961	10.88%				
<u>Expenses</u>												
Labor	192,608	203,091	229,441	245,750	245,150	282,907	37,157	15.12%	2021	0	0	
Labor Benefits	62,799	64,585	54,511	59,234	59,188	66,803	7,569	12.78%	2022	0	0	
Supplies & Services	46,377	44,820	48,026	53,153	46,053	47,388	(5,765)	-10.85%	2023	0	0	
Addition to Fund Balance	7,485	0	18,379	0	6,480	0	0	0.00%	2024	0	0	
Total Expenses	309,269	312,496	350,357	358,137	356,871	397,098	38,961	10.88%				
Beginning of Year Fund Balance							Included in General Fund Total					
End of Year Fund Balance												

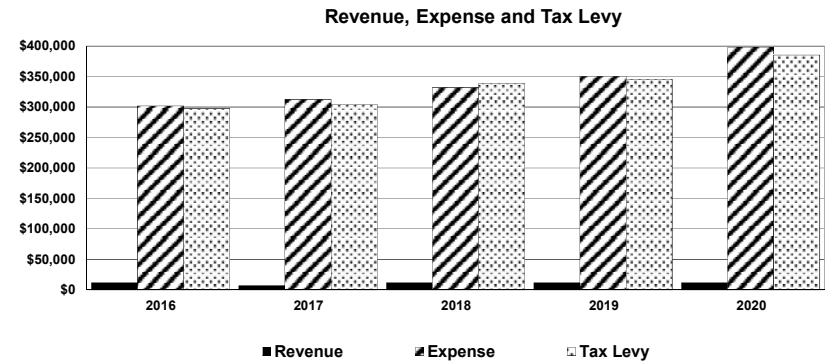
2020 Highlights & Issues on the Horizon

The 2020 budget includes creating a new Benefits Specialist and eliminating the part-time Administrative Support, as well as reclassifying a Benefit Specialist to a Veterans Programs Coordinator. There will no longer be a need to contract for social media management.

Providing required increases in services to veterans and their families.

* Changes, such as the national work queue (NWQ) at the Federal Department of Veterans Affairs continues to significantly consume the department case management time and resources. We expect this to continue.

* The federal VA continues to be in a period of major transition, the impact on this office is significant. While the transitions will not affect funding, it has resulted in an increased workload for staff and is straining 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 will confuse many of our veterans and force more reliance on this office for assistance.



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: VETERANS SERVICE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10055 VETERANS SERVICE REVENUE										
411100 GENERAL PROPERTY TAXES	-304,269	-304,269	-338,857	-338,857	100%	-172,685	-345,371	-345,371	-385,598	40,227
424550 S/A:VETERANS SERVICE	-11,500	-6,804	-11,500	-11,500	100%	-11,500	-11,500	-11,500	-11,500	0
TOTAL VETERANS SERVICE REVENUE	-315,769	-311,073	-350,357	-350,357	100%	-184,185	-356,871	-356,871	-397,098	40,227
10055470 VETERANS SERVICE										
511100 SALARIES PERMANENT REGULAR	201,789	201,797	209,915	211,817	101%	107,712	222,919	222,919	280,932	58,013
511900 LONGEVITY-FULL TIME	1,095	1,095	1,215	1,215	100%	0	1,215	1,215	1,375	160
512100 WAGES-PART TIME	0	0	15,354	16,409	107%	10,190	21,016	21,016	0	-21,016
514100 FICA & MEDICARE TAX	15,521	15,107	17,326	17,067	99%	8,795	18,754	18,754	21,596	2,842
514200 RETIREMENT-COUNTY SHARE	13,796	13,785	15,174	14,171	93%	7,719	16,057	16,057	19,056	2,999
514400 HEALTH INSURANCE COUNTY SHARE	35,889	34,737	37,959	22,153	58%	12,547	23,163	23,163	24,785	1,622
514500 LIFE INSURANCE COUNTY SHARE	110	124	163	152	93%	79	155	155	173	18
514600 WORKERS COMPENSATION	1,008	816	965	968	100%	518	1,059	1,059	1,147	88
520900 CONTRACTED SERVICES	7,000	3,750	6,000	3,500	58%	0	6,000	0	0	-6,000
522500 TELEPHONE	300	252	300	367	122%	220	300	500	600	300
531100 POSTAGE AND BOX RENT	2,600	1,786	2,300	1,451	63%	544	2,000	1,800	2,000	0
531200 OFFICE SUPPLIES AND EXPENSE	1,000	1,506	1,000	2,107	211%	720	1,300	1,300	1,300	0
531400 SMALL EQUIPMENT	250	0	250	3,159	1263%	0	250	0	250	0
531800 MIS DEPARTMENT CHARGEBACKS	7,110	10,558	8,865	8,645	98%	6,289	9,362	9,362	10,268	906
532200 SUBSCRIPTIONS	400	419	400	409	102%	55	400	100	100	-300
532400 MEMBERSHIP DUES	200	160	200	180	90%	0	200	350	350	150
532800 TRAINING AND INSERVICE	2,450	840	2,450	1,100	45%	760	1,500	2,000	2,760	1,260
532900 OTHER PUBLICATIONS	2,000	926	1,400	861	62%	455	1,400	1,000	1,000	-400
533200 MILEAGE	1,600	2,742	2,000	2,302	115%	905	2,000	2,000	2,435	435
533500 MEALS AND LODGING	5,030	4,357	5,500	3,961	72%	2,483	6,100	5,500	5,450	-650
534900 PROJECT SUPPLIES	600	0	300	0	0%	0	300	0	0	-300
552100 OFFICIALS BONDS	47	47	47	47	99%	47	47	47	47	0
TOTAL VETERANS SERVICE	299,795	294,802	329,083	312,040	95%	160,037	335,497	328,297	375,624	40,127
10055472 VETERAN SERVICE COMMISSION										
514100 FICA & MEDICARE TAX	46	15	46	0	0%	0	46	0	46	0
514600 WORKERS COMPENSATION	0	0	0	0	0%	0	0	0	0	0
515500 COMMISSIONER FEES	600	200	600	0	0%	0	600	0	600	0
533200 MILEAGE	300	0	0	0	0%	0	0	0	0	0
552100 OFFICIALS BONDS	28	28	28	28	100%	28	28	28	28	0
571800 VETERANS SERVICE AIDS	5,000	7,271	10,000	9,302	93%	4,146	10,000	11,266	10,000	0
TOTAL VETERAN SERVICE COMMISSION	5,974	7,515	10,674	9,330	87%	4,174	10,674	11,294	10,674	0

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: VETERANS SERVICE	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10055473 CARE OF VETERANS GRAVES										
521700 GRAVE CARE	7,500	7,662	7,600	7,728	102%	0	7,700	7,800	7,800	100
534900 PROJECT SUPPLIES FLAG HOLDERS	2,500	2,518	3,000	2,881	96%	2,258	3,000	3,000	3,000	0
TOTAL CARE OF VETERANS GRAVES	10,000	10,180	10,600	10,609	100%	2,258	10,700	10,800	10,800	100
TOTAL DEPARTMENT REVENUE	-315,769	-311,073	-350,357	-350,357	100%	-184,185	-356,871	-356,871	-397,098	40,227
TOTAL DEPARTMENT EXPENSE	315,769	312,496	350,357	331,978	95%	166,470	356,871	350,391	397,098	40,227
-ADDITION TO / USE OF FUND BALANCE	0	1,423	0	-18,379		-17,716	0	-6,480	0	

Women, Infants & Children

Department Vision - Where the department would ideally like to be

The Sauk County Health Department is an independent, nationally accredited, Level III health department that builds and sustains a healthy diverse community.

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 through collaboration 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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update
 Health and Human Services - Commitment to Health Care Center
 Justice & Public Safety - Emergency response and preparedness
 Justice & Public Safety - Criminal Justice Coordinating Council release planning and re-entry
 Outside Issues - Affordable/low income housing
 Outside Issues - Workforce development
 Outside Issues - Transportation
 Outside Issues - Communication - into and with the community
 Outside Issues - Homelessness

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Increase nutrition and physical activity in Sauk County residents	An increase in healthy eating and physical activity, a reduction in obesity, and a reduction in chronic disease. 48% of children are active for at least 60 minutes/day, 5 days/week.	1. Provide at least four healthy cooking demonstrations at local Farmers Markets; 2. Increase reported use of Farmer's Markets by women enrolled in WIC by 10% through text message promotion and community outreach activities; 3. Increase redemption rate of Farmer's Market checks to 65% through increased social media, text messaging, and promotion at Farmer's Markets; 4. Provide 4 nutrition education events at the Sauk County Food Pantries; 5. Promote healthy eating and physical activity with at least 20 posts on Social Media; 6. Maintain the Fit Family Grant to provide technical assistance on SNAP.	12/31/2020
Provide medical nutrition therapy to high-risk pregnant women in the Prenatal Care Coordination Program (PNCC).	The number of MNT education contacts increases as the PNCC caseload increases.	95% of pregnancy women enrolled in PNCC who are identified as being high-risk receive medical nutrition therapy by a registered dietician.	12/31/2020
Improve breastfeeding duration rates of Women, Infants & Children (WIC) mothers	The breastfeeding duration rates would increase	1. 53% of WIC mothers breastfeed until baby is 6 months old; 2. Provide breast feeding support, education, training, and promotion to at least 6 Sauk County employers; 3. Increase number of "breastfeeding friendly workplaces" in Sauk County by 3.	12/31/2020
Maximize WIC services to WIC-eligible families	WIC participation rates would increase	1. Ensure 97% of the assigned WIC caseload participates in WIC services.	12/31/2020

Women, Infants & Children

Program Evaluation						
Program Title	Program Description	Mandates and References	2020 BUDGET		FTE's	Key Outcome Indicator(s)
Women, Infants & Children Grant (WIC)	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 food benefits to WIC families to shop at the local grocery stores and farmers markets to improve the health of Sauk County residents. The dollars received from this grant are based on client caseload and can change annually.	42 USC Section 1771-1793 Rag 7CFR Part 246	User Fees / Misc	\$14,145	3.30	Increase WIC food dollars spent at Sauk County WIC Approved Grocery Stores by 5%; increase eligible WIC participant's participation to 97%.
			Grants	\$309,045		
			Use of Carryforward	\$0		
			TOTAL REVENUES	\$323,190		
			Wages & Benefits	\$309,130		
			Operating Expenses	\$14,060		
			TOTAL EXPENSES	\$323,190		
COUNTY LEVY	\$0					
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.	42 USC Section 1771-1793 Reg 7CFR Part 246	User Fees / Misc	\$2,000	0.05	Improve breast feeding rates at six (6) months to 53%.
			Grants	\$15,647		
			TOTAL REVENUES	\$17,647		
			Wages & Benefits	\$3,703		
			Operating Expenses	\$13,944		
			TOTAL EXPENSES	\$17,647		
			COUNTY LEVY	\$0		
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 mentors other nutritional professionals to help develop expertise with providing nutrition services to CYSHCN.	Wis Stat 253.12 Wis Admin Ch DHS 116	User Fees / Misc	\$0	0.01	Provide nutrition services to 95% of children born with special health care needs in the care of WIC partners.
			Grants	\$1,700		
			TOTAL REVENUES	\$1,700		
			Wages & Benefits	\$1,143		
			Operating Expenses	\$557		
			TOTAL EXPENSES	\$1,700		
			COUNTY LEVY	\$0		
Lead	Sauk County WIC Program tests for elevated blood lead levels (EBLL) for children with WIC and clients of other Health Department programs to complete follow-up on EBLL above 5. Medicaid HMO's are billed for these services.		User Fees / Misc	\$6,500	0.06	100% of Sauk County WIC children are screened for EBLL; 95% of WIC children with EBLL receive case management and a home visit to evaluate lead risk in the home.
			Grants	\$2,000		
			TOTAL REVENUES	\$8,500		
			Wages & Benefits	\$4,455		
			Operating Expenses	\$4,045		
			TOTAL EXPENSES	\$8,500		
			COUNTY LEVY	\$0		
Prenatal Child Coordination (PNCC)	This program requires a registered dietician to provide Medical Nutrition Therapy to pregnant women enrolled in the PNCC program.		User Fees / Misc	\$3,000	0.02	Provide MNT to 95% of high-risk women enrolled in PNCC
			Grants	\$0		
			TOTAL REVENUES	\$3,000		
			Wages & Benefits	\$1,611		
			Operating Expenses	\$1,389		
			TOTAL EXPENSES	\$3,000		
			COUNTY LEVY	\$0		
Supplemental Nutrition Assistance Program (SNAP) Education Grant	A grant for Fit Families to change behavior for families with children ages 2 to 4 years of age to prevent childhood obesity. The WIC Director provides mentoring and technical support to grant recipients in the State of Wisconsin.		User Fees / Misc	\$0	0.26	Greater than 50% of enrolled families report at least one positive health change
			Grants	\$32,305		
			TOTAL REVENUES	\$32,305		
			Wages & Benefits	\$27,426		
			Operating Expenses	\$4,879		
			TOTAL EXPENSES	\$32,305		
			COUNTY LEVY	\$0		
Totals			TOTAL REVENUES	\$386,342	3.70	
			TOTAL EXPENSES	\$386,342		
			COUNTY LEVY	\$0		

Women, Infants & Children

Output Measures - How much are we doing?				
Description	2018 Actual	2019 Estimate	2020 Budget	
WIC Caseload of Clients	1,183	1,200	1,200	
Fit Families Grant enrollees	50	53	53	
Worksite Wellness Activities	4	4	4	
Blood Lead Testing	395	415	415	
Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Actual food dollars: those spent at Sauk County WIC Approved Grocery Stores in 2018 was \$807,951	The WIC participants are spending their WIC nutritional funds in Sauk County.	54.8%	55.0%	65.0%
Participation: 96% of enrolled participants are participating in WIC. The state average is 91.6%.	WIC participation rates indicate connection to nutritional services and case management of high risk women and children so as to improve maternal and child health.	96.0%	97.0%	97.0%
Breast Feeding: Breast feeding duration rates at six (6) months were 50% in 2018.	50% of all breastfeeding women are still breastfeeding at six (6) months. The state average is 35.1%.	50.0%	51.0%	51.0%
Lead screening: 100% of Sauk County WIC children are lead screened	All children at ages one and two have a lead test completed. Any child over age three, with no prior lead test, will have a lead test completed.	100.0%	100.0%	100.0%
Health Behavior: Greater than 50% of families have positive health change	Fit Families (SNAP) set goals and work to meet those goals to improve healthy behaviors to reduce chronic health conditions and obesity. 100% percent of participants met the objective of 1 or less sweetened beverage per week. 98% of children completing the program engaged 60 minutes or more of physical activity each day.	100% 98%	99% 95%	99% 95%

Health Departments

Oversight Committee: **Public Health Board**

Public Health Director

1.00 FTE

Public Health Deputy Director

1.00 FTE

Environmental Health	Public Health		Women, Infants & Children	Criminal Justice Coordinating
Environmental Health Manager 1.00 FTE	Nurse Manager 1.00 FTE	Public Health Nurse (Nurse Family Partnership) 3.73 FTE	Nutrition Programs Coordinator 1.00 FTE	Criminal Justice Program Manager 1.00 FTE
Registered Sanitarian 4.00 FTE	Public Health Nurse 6.00 FTE	Quality Improvement Coordinator 1.00 FTE	Registered Dietitian 1.58 FTE	Justice Alternatives Case Coordinator 3.00 FTE
Environmental Health Technician 1.00 FTE	Public Health Technician Environmental Health 0.10 FTE Public Health 1.25 FTE	Accounting Specialist 1.00 FTE	Administrative Support / Health Screener 0.78 FTE	Re-Entry Coordinator 1.00 FTE
Program Assistant 1.00 FTE	Home Health Aide (Foot Clinic) 1.27 FTE	Dental Hygienist Project 0.42 FTE	Administrative Support / Receptionist WIC 0.34 FTE Public Health 0.33 FTE Environmental Health 0.33 FTE	Education Navigator 0.75 FTE
	Health Educator 2.00 FTE	Financial Analyst Public Health 0.80 FTE Environmental Health 0.20 FTE		Administrative Specialist 1.00 FTE
		Community Health Strategist 1.00 FTE		

	2016	2017	2018	2019	2020
Public Health					
FTE Change	0.83	3.77	0.59	3.06	0.77
FTE Balance	13.61	17.38	17.97	21.03	21.80
Environmental Health					
FTE Change	0.17	2.26	0.65	-0.35	0.50
FTE Balance	4.57	6.83	7.48	7.13	7.63
Women, Infants & Children (WIC)					
FTE Change	-1.93	-0.21	-0.90	0.00	-0.42
FTE Balance	5.23	5.02	4.12	4.12	3.70
Criminal Justice Coordinating (CJC)					
FTE Change	1.00	2.25	0.45	1.30	1.75
FTE Balance	1.00	3.25	3.70	5.00	6.75
Total					
FTE Change	0.07	8.07	0.79	4.01	2.60
FTE Balance	24.41	32.48	33.27	37.28	39.88

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
WOMEN, INFANTS & CHILDREN											
<u>Revenues</u>											
Grants & Aids	338,714	356,977	356,209	352,861	352,861	365,697	12,836	3.64%	None	0	0
User Fees	17,890	13,829	6,586	16,725	16,725	7,125	(9,600)	-57.40%			
Intergovernmental	11,472	11,304	10,748	13,260	13,260	13,520	260	1.96%	2020 Total	0	0
Use of Fund Balance	29,045	0	0	27,118	19,363	0	(27,118)	-100.00%			
Total Revenues	397,121	382,110	373,544	409,964	402,209	386,342	(23,622)	-5.76%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
<u>Expenses</u>											
Labor	246,554	219,899	220,889	252,368	252,368	233,842	(18,526)	-7.34%			
Labor Benefits	111,879	97,215	100,637	107,433	107,433	113,626	6,193	5.76%			
Supplies & Services	38,688	56,012	51,577	50,163	42,408	38,874	(11,289)	-22.50%			
Addition to Fund Balance	0	8,985	441	0	0	0	0	0.00%			
Total Expenses	397,121	382,110	373,544	409,964	402,209	386,342	(23,622)	-5.76%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

2020 Highlights & Issues on the Horizon

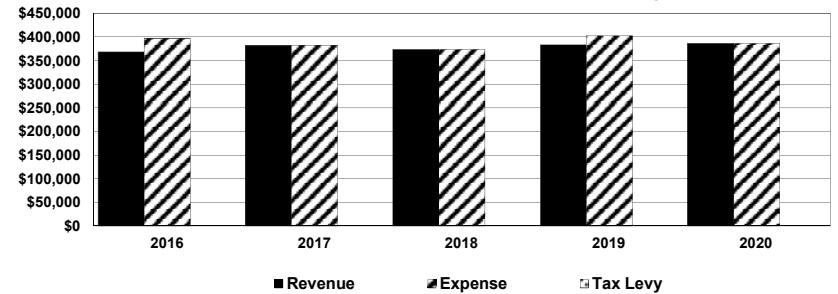
In 2020, activities will take place at local farmers markets and food pantries to help increase the consumption of fresh produce by Sauk County residents to improve their nutritional status.

A Nutrition and Physical Activity Coalition has been established, Sauk CAN (Coalition for Activity and Nourishment), and will continue to meet quarterly. Activities and collaboration throughout the community will be ongoing to address physical inactivity and poor diets which leads to poor health and obesity.

WIC participates in part of the Sauk County Wellness Team promoting Sauk Employees Health & Wellness.

Future funding may change based on the federal budget.

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: PUBLIC HEALTH-WIC	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10044 PUBLIC HEALTH-WIC REVENUE										
424410 WOMEN, INFANTS & CHILDREN	-342,138	-349,946	-351,672	-351,669	100%	-81,558	-341,861	-341,861	-358,697	16,836
424510 MEDICAL ASSISTANCE / MEDICAID	-15,000	-7,031	-8,000	-4,540	57%	-1,321	-11,000	-11,000	-7,000	-4,000
452060 MISCELLANEOUS REVENUES	-100	-146	-225	-72	32%	-13	-225	-225	-625	400
455600 WIC- INSURANCE	-20,000	-13,683	-16,500	-6,515	39%	-1,588	-16,500	-16,500	-6,500	-10,000
474010 DEPARTMENTAL CHARGES	-12,480	-11,304	-12,740	-10,748	84%	-2,136	-13,260	-13,260	-13,520	260
493200 CONTINUING APPROP PRIOR YEAR	-47,505	0	0	0	0%	0	-8,120	0	0	-8,120
TOTAL PUBLIC HEALTH-WIC REVENUE	-437,223	-382,110	-389,137	-373,544	96%	-86,615	-390,966	-382,846	-386,342	-4,624
10044419 PUBLIC HEALTH WIC PROGRAM										
511100 SALARIES PERMANENT REGULAR	10,190	6,711	86,750	10,342	12%	5,405	11,605	11,605	12,167	562
511900 LONGEVITY-FULL TIME	0	0	328	0	0%	0	33	33	40	7
512100 WAGES-PART TIME	253,416	212,561	151,975	209,837	138%	107,560	239,941	239,941	220,773	-19,168
512900 LONGEVITY-PART TIME	859	627	402	710	177%	0	789	789	862	73
514100 FICA & MEDICARE TAX	20,232	15,499	18,318	15,179	83%	7,697	19,306	19,306	17,889	-1,417
514200 RETIREMENT-COUNTY SHARE	17,984	14,461	16,044	14,786	92%	7,398	16,530	16,530	15,784	-746
514400 HEALTH INSURANCE COUNTY SHARE	77,138	65,075	65,691	68,214	104%	38,760	68,973	68,973	77,521	8,548
514500 LIFE INSURANCE COUNTY SHARE	82	41	42	45	107%	23	46	46	49	3
514600 WORKERS COMPENSATION	2,848	2,139	2,314	2,413	104%	1,304	2,578	2,578	2,383	-195
520900 CONTRACTED SERVICES	16,000	9,368	10,000	13,623	136%	8,246	5,000	14,000	13,000	8,000
522500 TELEPHONE	2,000	2,459	2,000	2,610	130%	1,348	2,000	2,000	2,500	500
531100 POSTAGE AND BOX RENT	2,000	1,489	1,600	1,284	80%	672	1,200	1,200	1,300	100
531200 OFFICE SUPPLIES AND EXPENSE	2,400	1,938	1,600	3,271	204%	193	1,200	1,000	1,200	0
531800 MIS DEPARTMENT CHARGEBACKS	4,548	4,812	6,583	1,587	24%	1,339	5,779	5,779	6,615	836
532200 SUBSCRIPTIONS	125	0	125	100	80%	0	125	125	125	0
532400 MEMBERSHIP DUES	0	0	0	130	0%	0	0	0	0	0
532800 TRAINING AND INSERVICE	2,250	541	1,600	836	52%	940	1,804	1,804	1,000	-804
533200 MILEAGE	2,200	2,256	2,000	1,772	89%	804	1,900	1,500	1,900	0
533500 MEALS AND LODGING	500	705	1,000	147	15%	13	1,000	500	500	-500
534200 MEDICAL SUPPLIES	3,913	1,800	10,900	6,897	63%	509	4,035	4,000	4,725	690
534800 EDUCATIONAL SUPPLIES	763	5,642	5,000	0	0%	6,490	3,122	6,500	1,142	-1,980
534900 PROJECT SUPPLIES	17,775	25,001	4,865	19,293	397%	3,997	4,000	4,000	4,867	867
535100 VEHICLE FUEL / OIL	0	0	0	28	0%	99	0	0	0	0
TOTAL PUBLIC HEALTH WIC PROGRAM	437,223	373,125	389,137	373,103	96%	192,798	390,966	402,209	386,342	-4,624
TOTAL DEPARTMENT REVENUE	-437,223	-382,110	-389,137	-373,544	96%	-86,615	-390,966	-382,846	-386,342	-4,624
TOTAL DEPARTMENT EXPENSE	437,223	373,125	389,137	373,103	96%	192,798	390,966	402,209	386,342	-4,624
-ADDITION TO / USE OF FUND BALANCE	0	-8,985	0	-441		106,182	0	19,363	0	

Conservation, Development, Recreation, Culture & Education

This function includes revenues and expenditures for conservation and development activities such as county forestry projects, conservation of natural resources, administration of county planning and zoning; as well as recreation as provided by county parks; and educational opportunities.

FUNCTIONAL AREA MISSION STATEMENT

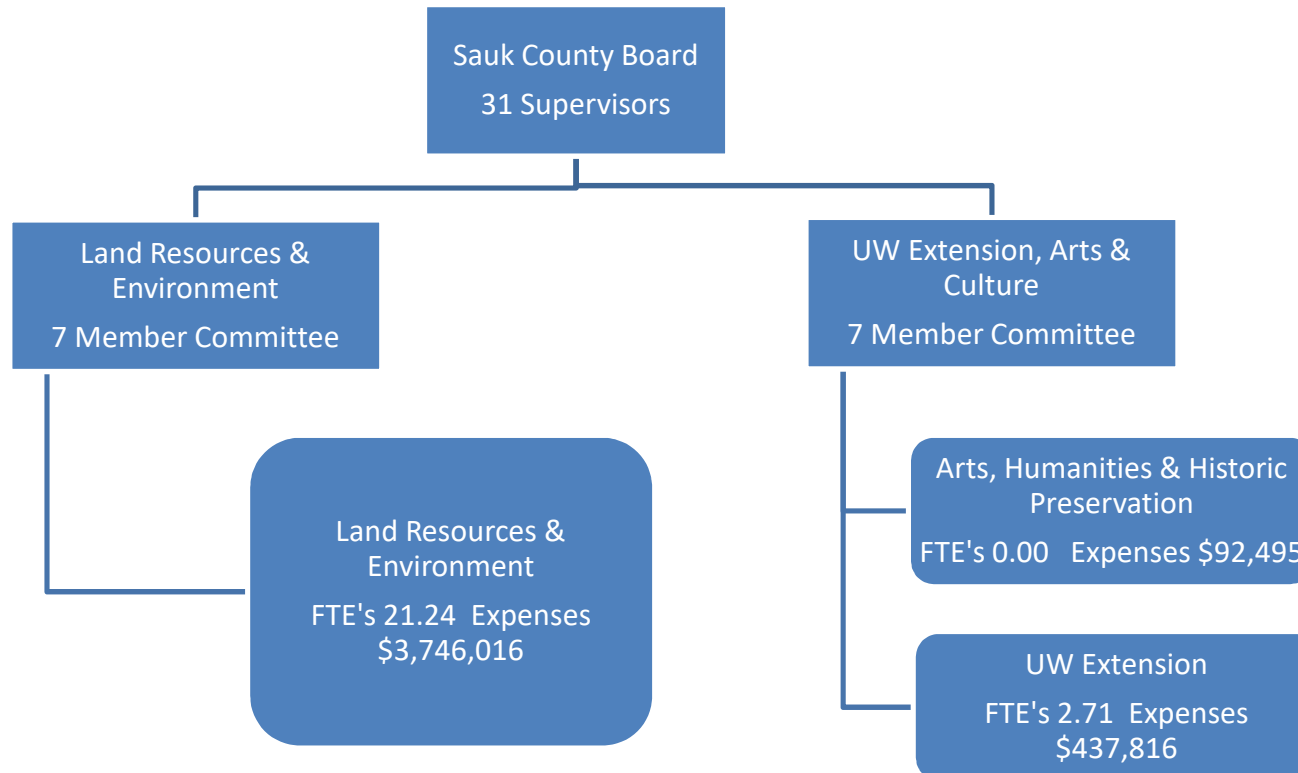
To protect and enhance the health, safety, welfare, and quality of life, of the citizens of Sauk County, through the coordination of the various land related efforts; to improve the efficiency of these functions through collaboration and the modernization of land records systems, and to educate the public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

FUNCTIONAL AREA VISION STATEMENT

The coordinated operation of land resources functions, that provides 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

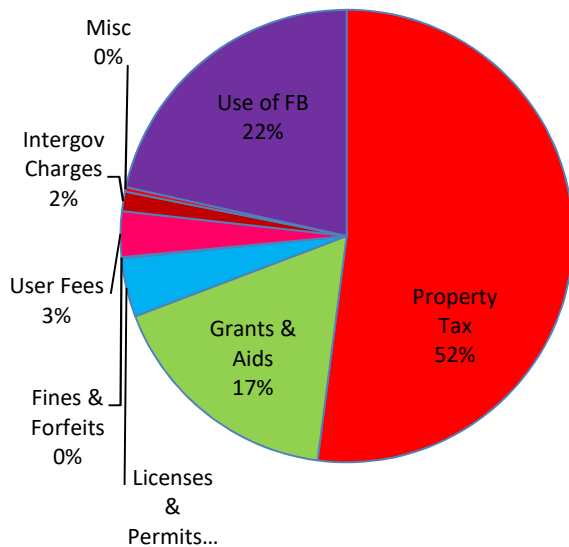


Conservation, Development, Recreation, Culture & Education

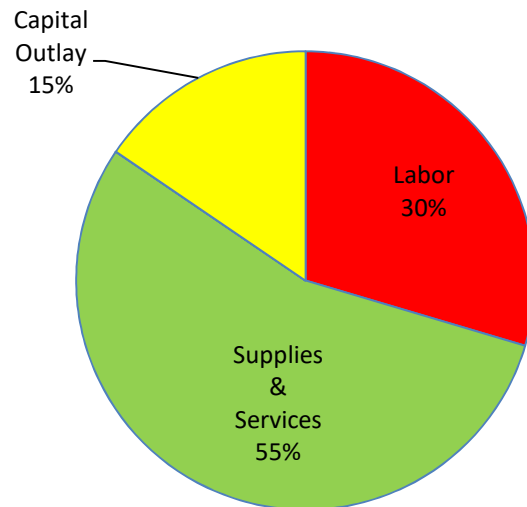
Significant Changes in the Conservation, Development, Recreation, Culture & Education Function for 2020

- Beginning with the 2020 budget, the Parks Department is being incorporated into the Land Resources & Environment (LRE) Department.
- The LRE budget includes a new Associate Planner for \$95,000, a Skilled Laborer (total cost \$66,000, shared half at Highway and half at Parks), and a part-time Recreation Assistant for \$14,100.
- \$250,000 is included for either repairing or removing the flood-damaged Hemlock Park dam.
- 2020 is the year for the 10-year update to the County’s comprehensive plan. Two limited term employees for a cost of \$15,678 and a portion of the overall costs for marketing and public outreach of \$90,000 are included. Ho-Chunk intergovernmental agreement funding of \$15,000 is included for marketing/branding efforts for the planning process.
- Additional planning activities are anticipated with the creation of a White Mound County Park master plan, and planning for Man Mound and Yellow Thunder Memorials.
- Efforts continue to link the Great Sauk State Trail to and through Devil’s Lake State Park in the north, as well as across the Wisconsin River to the Walking Iron Trail in Dane County to the south. Previously appropriated general fund balance of \$400,000 is re-appropriated in the 2020 budget.
- Monitoring of the Baraboo Range Protection Program (BRPP) easements will continue using \$5,000 of the \$102,000 carryforward. Monitoring of the BRPP easements is required indefinitely. The current funding will last approximately 14 years.
- The University of Wisconsin – Extension budget commits \$13,000 to fund with County funds 20% of a Community Development Educator.

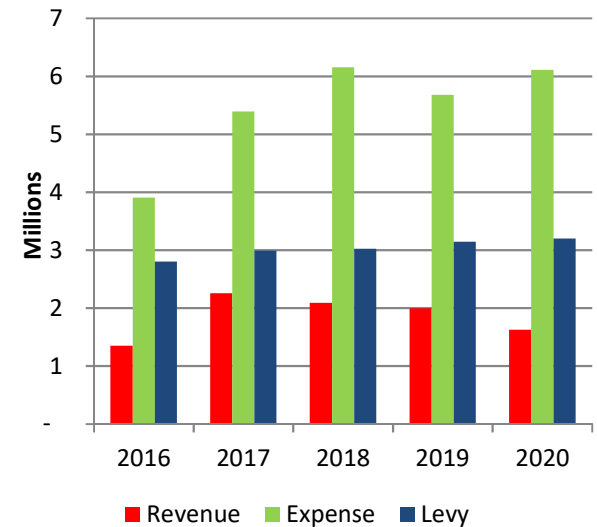
2020 Revenues by Category



2020 Expenses by Category



Revenue, Expense & Levy History



Arts, Humanities & Historic Preservation

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

Specific Strategic Issues Addressed

General Government - Placemaking and economic development

General Government - Cooperation

Outside Issues - Communication - into and with the community

Outside Issues - Workforce development

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 former grant applicants, arts and culture professionals and Sauk County supervisors to ensure changes are effective.	Complete grant policies and procedure project from 2019 in July. Provide grant writing workshops and assistance. Continue collaborating with Spring Green Arts Coalition and Wisconsin Arts Board to provide local opportunities for organizations to learn more about programs and processes.	2/1/2020
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 through database. Use social media insights on posts specific to grant programs. Coordinate with local organizations	Improve the AHHP website and strengthen social media presence on the Sauk County Facebook page. Continue to improve on public outreach highlighting the grant program including testimonials from grant recipients. Offer Good Idea Grants in Spanish.	Ongoing
The economic impact of the Sauk County Arts and Culture program is measured and shared publicly.	Track feedback from 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. Review program to see if we can combine grants with the Placemaking initiative.	Ongoing
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 by working with the Community Liaison and Economic Development Committee.	Ongoing

Program Evaluation

Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)
Arts and Culture	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	Chapter 38	Grants	\$7,750	Comm. Per Diem	
			User of Fund Balance	\$0		
			TOTAL REVENUES	\$7,750		
			Wages & Benefits	\$969		
			Operating Expenses	\$59,526		
			TOTAL EXPENSES	\$60,495		
COUNTY LEVY	\$52,745					
Outside Agencies	Sauk County Historical Society \$17,000 Reedsburg Area Historical Society \$15,000 Wormfarm Institute \$20,000		Grants	\$0		
			User of Fund Balance	\$15,000		
			TOTAL REVENUES	\$15,000		
			Wages & Benefits	\$0		
			Operating Expenses	\$32,000		
			TOTAL EXPENSES	\$32,000		
COUNTY LEVY	\$17,000					
Totals			TOTAL REVENUES	\$22,750	-	
			TOTAL EXPENSES	\$92,495		
			COUNTY LEVY	\$69,745		

Arts, Humanities & Historic Preservation

Output Measures - How much are we doing?

Description	2018 Actual	2019 Estimate	2020 Budget
Number of Arts, Culture and Historic Preservation (AHHP) grants awarded	13	15	15
Number of Good Idea grants awarded	12	12	10

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

Description	What do the results mean?	2018 Actual	2019 Estimate	2020 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.	\$55,725	\$52,378	\$50,000
Dollars leveraged due to Arts, Culture and Historic Preservation grants being awarded (total cost of projects-grants funds awarded)	These are the dollars leveraged by Sauk County's annual contribution to arts, culture and historic preservation programs.	\$378,020	\$350,000	\$350,000
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.	\$5,367	\$5,950	\$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%

		2017	2017	2018	2018	2019	2019	2019		\$ Change	
Fund: GENERAL		Adopted	Actual	Adopted	Actual	6 Months	Adopted	Estimated	2020	2019	
Department: Arts, Humanities & Historic Preservation		Budget		Budget	Used	Actual	Budget			Adopted to	
										2020	
10999 GENERAL REVENUE											
411100	GENERAL PROPERTY TAXES	-68,762.00	-68,762.00	-68,762.00	-68,762.00	100%	-46,211.00	-92,422.00	-92,422.00	-69,745.00	-22,677.00
424635	ARTS & HUMANITIES GRANTS	-7,010.00	-7,010.00	-7,010.00	-7,010.00	100%	-7,750.00	-7,750.00	-7,750.00	-7,750.00	0.00
493455	CONTINUING APPROP AHHP	0.00	0.00	0.00	0.00	--	0.00	0.00	0.00	-15,000.00	15,000.00
TOTAL GENERAL REVENUE		-75,772.00	-75,772.00	-75,772.00	-75,772.00	100%	-53,961.00	-100,172.00	-100,172.00	-92,495.00	-7,677.00
10999513 ARTS, HUMANITIES GRANT											
514100	FICA & MEDICARE TAX	46.00	49.76	46.00	19.15	42%	0.00	46.00	46.00	69.00	23.00
514600	WORKERS COMPENSATION	1.00	0.40	1.00	0.15	15%	0.00	1.00	1.00	1.00	0.00
515800	PER DIEM COMMITTEE	600.00	600.00	600.00	250.00	42%	0.00	600.00	600.00	900.00	300.00
526100	SAUK CO HISTORICAL SOCIETY	15,000.00	15,000.00	15,000.00	15,000.00	100%	15,000.00	15,000.00	15,000.00	17,000.00	2,000.00
526102	WORMFARM INSTITUTE	0.00	0.00	0.00	0.00	--	20,000.00	20,000.00	20,000.00	0.00	-20,000.00
526103	REEDSBURG HISTORICAL SOCIETY	0.00	0.00	0.00	0.00	--	0.00	0.00	0.00	15,000.00	15,000.00
531100	POSTAGE	200.00	176.10	200.00	213.51	107%	197.49	200.00	200.00	200.00	0.00
531200	OFFICE SUPPLIES AND EXPENSE	300.00	0.00	200.00	73.78	37%	14.27	200.00	200.00	200.00	0.00
532200	SUBSCRIPTIONS	100.00	125.00	100.00	125.00	125%	0.00	100.00	100.00	100.00	0.00
532500	SEMINARS AND REGISTRATIONS	100.00	0.00	100.00	0.00	0%	0.00	100.00	100.00	100.00	0.00
533200	MILEAGE	25.00	94.56	125.00	10.76	9%	227.01	125.00	125.00	125.00	0.00
534900	PROJECT SUPPLIES	200.00	0.00	200.00	0.00	0%	0.00	200.00	200.00	200.00	0.00
572000	MAJOR GRANTS	52,600.00	57,909.76	52,600.00	55,725.00	106%	52,378.99	52,600.00	52,600.00	52,600.00	0.00
572001	MINI GRANTS	6,000.00	3,876.03	6,000.00	5,367.00	89%	3,450.00	6,000.00	6,000.00	6,000.00	0.00
572002	SPECIAL PROGRAMS / PROJECTS	600.00	0.00	600.00	0.00	0%	0.00	5,000.00	5,000.00	0.00	-5,000.00
TOTAL ARTS, HUMANITIES GRANT		75,772.00	77,831.61	75,772.00	76,784.35	101%	91,267.76	100,172.00	100,172.00	92,495.00	-7,677.00
TOTAL DEPARTMENT REVENUE		-75,772.00	-75,772.00	-75,772.00	-75,772.00	100%	-53,961.00	-100,172.00	-100,172.00	-92,495.00	-7,677.00
TOTAL DEPARTMENT EXPENSE		75,772.00	77,831.61	75,772.00	76,784.35	101%	91,267.76	100,172.00	100,172.00	92,495.00	-7,677.00
ADDITION TO (-)/USE OF FUND BALANCE		0.00	2,059.61	0.00	1,012.35		37,306.76	0.00	0.00	0.00	

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
CDBG-ED (Economic Development) REVOLVING LOANS											
<u>Revenues</u>											
Grants & Aids	0	0	0	975,190	0	578,793	(396,397)	-40.65%	CDBG-Close Projects	578,793	0
Interest	18,033	16,567	31,633	0	14,918	0	0	0.00%		0	0
Miscellaneous	42,969	58,217	42,310	0	17,149	0	0	0.00%			
Transfer from General Fund	0	0	0	934,483	904,338	0	(934,483)	-100.00%	2020 Total	578,793	0
Transfer from CDBG-FRSB	28,014	0	0	0	0	0	0	0.00%			
Use of Fund Balance	0	205,226	222,013	40,707	42,465	0	(40,707)	-100.00%			
Total Revenues	89,016	280,010	295,956	1,950,380	978,870	578,793	(1,371,587)	-70.32%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
<u>Expenses</u>											
Supplies & Services	70,039	280,010	295,956	975,190	978,870	0	(975,190)	-100.00%			
Capital Outlay	0	0	0	975,190	0	578,793	(396,397)	-40.65%			
Addition to Fund Balance	18,977	0	0	0	0	0	0	0.00%			
Total Expenses	89,016	280,010	295,956	1,950,380	978,870	578,793	(1,371,587)	-70.32%			
Beginning of Year Fund Balance	450,727	469,704	264,478		42,465	0					
End of Year Fund Balance	469,704	264,478	42,465		0	0					

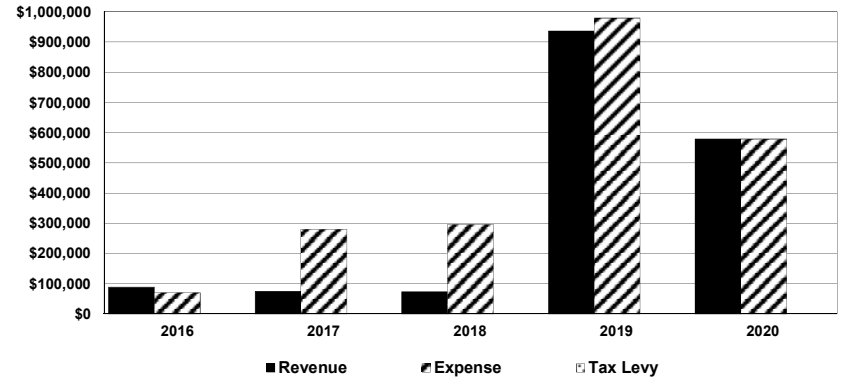
2020 Highlights & Issues on the Horizon

The Community Development Block Grant - Economic Development (ED) program will be complete in 2021 or 2022.

The seven outstanding loans were transferred to the general fund in 2019 and their repayments will continue to be used for economic development loans through the Administrative Coordinator's office into the future.

The federal funds previously held by Sauk County of \$978,793 have been sent to the CDBG Close Program at the State. These funds are available to the County as grants that meet specific requirements related to low to moderate income (LMI) and/or slum and blight, and can include various public service and economic development projects. The 2020 budget anticipates using \$200,000 for Criminal Justice Coordinating re-entry planning, and it is likely another \$200,000 for the same purpose in 2021. The remaining \$578,793 is included in this 2020 budget.

Revenue, Expense and Tax Levy



Fund: CDBG-ED REVOLVING LOANS	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: GENERAL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
31999 CDBG-ED REVOLVING LOANS REV										
425662 CDBG CLOSE GRANT	0	0	0	0	0%	0	-975,190	0	-578,793	-396,397
481100 INTEREST ON INVESTMENTS	-2,000	-2,387	-2,200	-3,031	138%	-590	0	-591	0	0
481420 INTEREST ON LOAN PAYMENTS	-12,937	-14,180	-20,446	-28,601	140%	-14,328	0	-14,327	0	0
481500 PRINCIPAL REPAYMENTS	-37,814	-58,219	-47,582	-42,310	89%	-17,148	0	-17,149	0	0
492100 TRANSFER FROM GENERAL FUND	0	0	0	0	0%	-904,338	-934,483	-904,338	0	-934,483
492200 TRANSFER FROM SPECIAL REVENUE	-2,400	0	0	0	0%	0	0	0	0	0
493010 FUND BALANCE APPLIED	-527,125	0	-272,424	0	0%	0	-40,707	0	0	-40,707
TOTAL CDBG-ED REVOLVING LOANS REV	-582,276	-74,785	-342,652	-73,943	22%	-936,404	-1,950,380	-936,405	-578,793	-1,371,587
31999679 CDBG-ED REVOLVING LOANS										
526300 LOANS ISSUED TO PARTICIPANTS	582,026	280,000	342,402	295,926	86%	0	0	0	0	0
531200 OFFICE SUPPLIES AND EXPENSE	250	10	250	30	12%	0	0	0	0	0
572000 GRANTS & DONATIONS-CDBG CLSE	0	0	0	0	0%	978,870	975,190	978,870	0	-975,190
581900 CAPITAL OUTLAY-CDBG CLOSE GR	0	0	0	0	0%	0	975,190	0	578,793	-396,397
TOTAL CDBG-ED REVOLVING LOANS	582,276	280,010	342,652	295,956	86%	978,870	1,950,380	978,870	578,793	-1,371,587
TOTAL DEPARTMENT REVENUE	-582,276	-74,785	-342,652	-73,943	22%	-936,404	-1,950,380	-936,405	-578,793	-1,371,587
TOTAL DEPARTMENT EXPENSE	582,276	280,010	342,652	295,956	86%	978,870	1,950,380	978,870	578,793	-1,371,587
-ADDITION TO / USE OF FUND BALANCE	0	205,225	0	222,013		42,466	0	42,465	0	

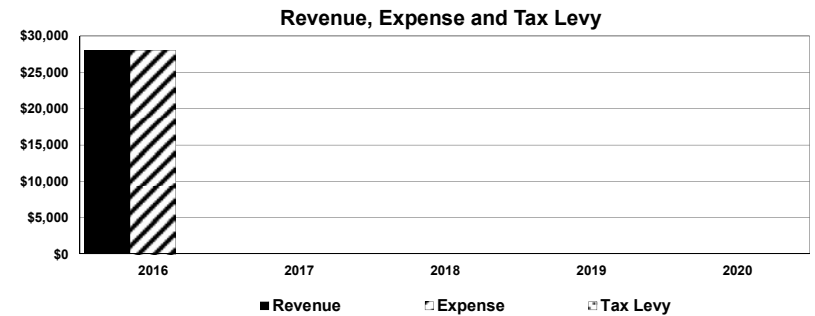
	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
CDBG-FLOOD RECOVERY SMALL BUSINESS (FRSB)											
<u>Revenues</u>											
Interest	(30,348)	0	0	0	0	0	0	0.00%	None	0	0
Miscellaneous	58,363	0	0	0	0	0	0	0.00%			
Use of Fund Balance	0	0	0	0	0	0	0	0.00%	2020 Total	0	0
Total Revenues	28,015	0	0	0	0	0	0	0.00%			
<u>Expenses</u>											
Supplies & Services	0	0	0	0	0	0	0	0.00%	2021	0	0
Transfer to Other Funds	28,015	0	0	0	0	0	0	0.00%	2022	0	0
									2023	0	0
									2024	0	0
Total Expenses	28,015	0	0	0	0	0	0	0.00%			
Beginning of Year Fund Balance	0	0	0		0	0					
End of Year Fund Balance	0	0	0		0	0					

2020 Highlights & Issues on the Horizon

The first loans were made in early 2009. Loans are noninterest bearing and were due in 2011.

All loans have been paid in full in 2016.

Repaid funds were transferred to the CDBG-ED fund to supplement additional loans.



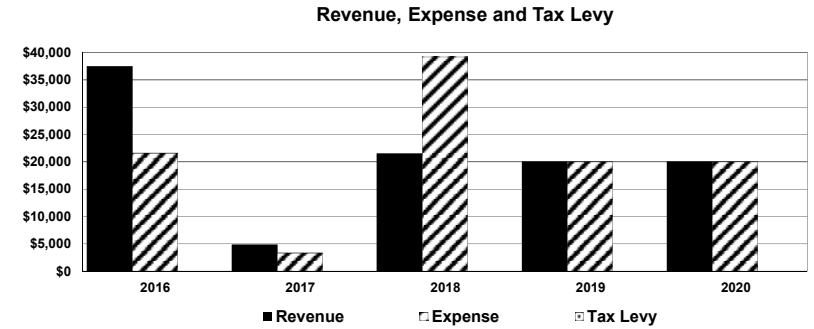
Fund: CDBG FLOOD RECOVERY SMALL BUS	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: GENERAL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
33999 CDBG FLOOD RECOVERY SMALL BUS										
481420 INTEREST ON LOAN PAYMENTS	-900	0	0	0	0%	0	0	0	0	0
481500 PRINCIPAL REPAYMENTS	-1,500	0	0	0	0%	0	0	0	0	0
TOTAL CDBG FLOOD RECOVERY SMALL BUS	-2,400	0	0	0	0%	0	0	0	0	0
33999900 TRANSFERS TO OTHER FUNDS										
592000 TRANSFER TO SPECIAL REV FUNDS	2,400	0	0	0	0%	0	0	0	0	0
TOTAL TRANSFERS TO OTHER FUNDS	2,400	0	0	0	0%	0	0	0	0	0

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
CDBG-HOUSING REHABILITATION											
<u>Revenues</u>											
Grants & Aids	0	0	0	0	0	0	0	0.00%	None	0	0
Interest	5	8	5	0	0	0	0	0.00%	2020 Total	0	0
Miscellaneous	37,466	4,810	21,512	20,000	20,000	20,000	0	0.00%			
Use of Fund Balance	0	0	17,673	0	0	0	0	0.00%			
Total Revenues	37,471	4,818	39,190	20,000	20,000	20,000	0	0.00%	2021	0	0
									2022	0	0
									2023	0	0
									2024	0	0
<u>Expenses</u>											
Supplies & Services	21,594	3,306	39,190	20,000	20,000	20,000	0	0.00%			
Addition to Fund Balance	15,877	1,512	0	0	0	0	0	0.00%			
Total Expenses	37,471	4,818	39,190	20,000	20,000	20,000	0	0.00%			
Beginning of Year Fund Balance	3,170	19,047	20,559		2,886	2,886					
End of Year Fund Balance	19,047	20,559	2,886		2,886	2,886					

2020 Highlights & Issues on the Horizon

The program provides funding for housing rehabilitation to residents who qualify based on program parameters.

Initial funding from the State ended October 2012. Subsequent budgets will include issuance of new loans from repaid proceeds.



Fund: CDBG HOUSING REHAB	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: GENERAL	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
35999 CDBG HOUSING REHAB										
481100 INTEREST ON INVESTMENTS	0	-8	0	-5	0%	-1	0	0	0	0
481500 PRINCIPAL REPAYMENTS	-20,000	-4,810	-20,000	-21,512	108%	0	-20,000	-20,000	-20,000	0
TOTAL CDBG HOUSING REHAB	-20,000	-4,818	-20,000	-21,517	108%	-1	-20,000	-20,000	-20,000	0
35999705 CDBG HOUSING REHAB										
520900 CONTRACTED SERVICES	0	341	600	4,160	693%	0	600	600	600	0
526300 LOANS ISSUED TO PARTICIPANTS	20,000	2,965	19,400	35,030	181%	0	19,400	19,400	19,400	0
TOTAL CDBG HOUSING REHAB	20,000	3,306	20,000	39,190	196%	0	20,000	20,000	20,000	0
TOTAL DEPARTMENT REVENUE	-20,000	-4,818	-20,000	-21,517	108%	-1	-20,000	-20,000	-20,000	0
TOTAL DEPARTMENT EXPENSE	20,000	3,306	20,000	39,190	196%	0	20,000	20,000	20,000	0
-ADDITION TO / USE OF FUND BALANCE	0	-1,512	0	17,673		-1	0	0	0	

Land Resources & Environment

Department Vision - Where the department would ideally like to be

The Land Resources and Environment Department strives to integrate economic, social, and environmental strategies to enhance, improve, and maintain Sauk County now and for future generations. 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 conserve natural, cultural, and community resources by promoting, planning, and implementing efficient and effective programs. 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
Encourage economic development
Stewardship of natural resources
Development of cultural, social, and community values

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

- General Government - Placemaking and economic development
- General Government - Broadband
- General Government - Energy savings and lower carbon footprint
- General Government - Cooperation
- Conservation, Development, Recreation, Culture, and Education - Groundwater study
- Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update
- Conservation, Development, Recreation, Culture, and Education - Great Sauk State Trail completion
- Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land
- Conservation, Development, Recreation, Culture, and Education - Comprehensive Outdoor Recreation Plan
- Conservation, Development, Recreation, Culture, and Education - Solar Sauk County / more solar initiatives
- Public Works - Highway building
- Public Works - Tri County Airport
- Public Works - Great Sauk State Trail (bridge and trail)
- Outside Issues - Affordable/low income housing
- Outside Issues - Workforce development
- Outside Issues - Transportation
- Outside Issues - Communication - into and with the community
- Outside Issues - Homelessness

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Develop long and short range plans to guide growth and development in unincorporated areas and to promote healthy and sustainable communities as well as implement ordinances, policies, and programs consistent with proposed and adopted plans.	Outcomes are measured by meeting specific project or implementation objectives.	Complete a comprehensive revision of the County Land Division and Subdivision Regulations Ordinance (Chapter 22) .	6/30/2020
		Complete updates to Chapter 7 Zoning Ordinance.	7/31/2020
		Provide planning assistance to the Great Sauk Trail to Devils Lake, Baraboo-Reedsburg, and the bridge from Dane County to Sauk County to connect to the Walking Iron Trail.	12/31/2020
		Initiate the Sauk County Comprehensive Planning Process.	12/31/2020
		Establish and implement a Land Resources and Environment Strategic Plan.	12/31/2020
		Provide planning assistance to the Baraboo River Corridor Plan and assist with implementation.	12/31/2020
		Implementation of the Sauk County Comprehensive Outdoor Recreation Plan.	12/31/2020
		Develop a White Mound Park Master Plan.	12/31/2020

Land Resources & Environment

Enhance and protect Sauk County's natural environment, open space areas, and agricultural lands.	Align County and Department ordinances, policies, and plans that encourage the protection of agricultural and environmental resources as well as environmental corridors and open spaces.	Assess the Agricultural Plastics Recycling Program and make appropriate changes to address the ending of the Revolution Plastics program in Sauk County.	12/31/2020
	Management and mitigation of threats to agricultural and natural resources in the County.	Implement changes to youth education programs to include: "Wheat Week" and cooperation with Upland Woods for youth days programming.	12/31/2020
		Implement parks and recreation programming and events.	12/31/2020
	Educate County youth and adults on the importance of maintaining our County's natural resources.	Update and implement Chapter 10 County Parks.	8/31/2020
Disseminate information through a variety of avenues in order to assist community leaders and the general public.	Increase the number of e-government services and transactions.	Implement on-line tree sale program that includes raingarden plants and seeds as well as rain barrels and compost bins.	4/30/2020
	Increase opportunities for dialogue and information exchanges between elected/appointed officials, contractor's and other groups that work closely with the department.	Work with the MIS Department to update and organize the department website.	12/31/2020
		Create promotional and marketing materials to encourage park usage and highlight historic, environmental and cultural significance.	7/31/2020
	Increase collaboration, coordination, and partnerships throughout the County.	Establish a better relationship with towns and coordinate planning and zoning efforts.	12/31/2020
	Increase revenues to the park system.	Implement a GovDelivery program to inform Sauk County residents of upcoming events, programs changes, ordinance amendments, planning processes, etc.	7/31/2020
	Increase the number of participants in department events/programs and patrons.	Monitor best practices and distribute information about Departmental resources, programs, and public educational activities through various media outlets, newsletters, workshops, and the internet.	12/31/2020
Improve department and program operational efficiency as well as improve maintenance efforts.	Outcomes are measured by meeting specific project objectives and statutory requirements.	Implement a capital improvement plan and maintenance schedule.	12/31/2020
		Prepare, update, and monitor EAP and IOM, as needed.	12/31/2020
		Process map department policies and procedures to identify inconsistencies and inefficiencies; address as needed.	12/31/2020
		Review department programs and operations to determine level of service requirements and potential future changes.	12/31/2020
Implement programs focused on water quality improvement.	Implementation of strategies and programs to ensure reliable water sources, both in quality and quantity.	Implement Sauk County's Groundwater Initiative in cooperation with UWEX, Public Health, and UW-Stevens Point.	12/31/2020
		Expand water quality monitoring program in area rivers and streams to identify resource needs.	12/31/2020
	Pursue funding mechanisms that may assist in implementation.	Provide technical assistance to lake associations with water quality issues.	12/31/2020
		Install water quality improvement projects through Land and Water Resource Management, Baraboo River RCPP and other grant programs.	12/31/2020

Land Resources & Environment

Program Evaluation							
Program Title	Program Description	Mandates and References	2020 Budget		FTE's	Key Outcome Indicator(s)	
1	Planning & Zoning	Creation and implementation of local and countywide development or comprehensive plans. Administration of conditional use permits, zoning map amendments, subdivision plats, and certified survey map requests. Implement Solar/Wind Energy Systems, Tower Siting, Shoreland Zoning, Farmland Preservation, and Floodplain/wetland zoning.	Wis. Stats 59.69, 66.0401, 87.30, 91, 236, 281, 703, A-E 7; Admin Code ATCP 72, ATCP 79, NR 115, NR 116; Sauk County Ordinance 7, 8, 9, 12, 18, 22, 41	User Fees / Misc	\$30,100	2.98	that increase administrative efficiency, create opportunities for economic development, housing options, and joint land uses. Consistency with current state regulations including certifications with State Statutes Ch. 91 Farmland Preservation. Assist in related planning activities throughout the County.
				Grants	\$15,000		
				Use of Carryforward	\$90,000		
				TOTAL REVENUES	\$135,100		
				Wages & Benefits	\$223,448		
				Operating Expenses	\$137,342		
				TOTAL EXPENSES	\$360,790		
COUNTY LEVY	\$225,690						
2	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.	Wis. Stats 59.69, 66.0401, 87.30, 91, 145, 236, 281, 293, 295, 703, A-E 7; Admin Code ATCP 72, ATCP 79, DSPS 383, NR 115, NR 116, NR 135; Sauk County Ordinance 7, 8, 9, 12, 18, 20, 22, 24, 25, 41	User Fees / Misc	\$5,000	0.94	Properties in compliance with County ordinances. Increased property values due to property maintenance enforcement.
				Grants	\$0		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$5,000		
				Wages & Benefits	\$85,437		
				Operating Expenses	\$13,321		
				TOTAL EXPENSES	\$98,758		
COUNTY LEVY	\$93,758						
3	Permits	Review and issuance of land use and sanitary permits. Complete inspections as they relate to department programs and permit follow-up.	Wis. Stats 59.69, 66.0401, 87.30, 91, 145, 236, 281, 293, 295, 703, A-E 7; Admin Code COMM 55, ATCP 72, ATCP 79, DSPS 383, NR 115, NR 116, NR 135; Sauk County Ordinance 7, 8, 9, 12, 18, 20, 22, 24, 25, 41	User Fees / Misc	\$163,500	1.11	Verification of complete permits with ordinance required information provided to verify compliance with County ordinances. Permit issuance in a timely manner; minimal permits held due to incomplete information.
				Grants	\$0		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$163,500		
				Wages & Benefits	\$96,369		
				Operating Expenses	\$15,663		
				TOTAL EXPENSES	\$112,032		
COUNTY LEVY	(\$51,468)						
4	Septic Maintenance	Administration of the maintenance program / scheduled pumping and inspection of private sanitary systems. Wis. Fund private sewage system replacement grant for failing septic systems to conclude at the end of 2018.	Wis. Stats. 145; Admin Code DSPS 383-387; Sauk County Ordinance 25	User Fees / Misc	\$13,850	0.85	Verification of complete permits with ordinance required information provided to verify compliance with County ordinances. Permit issuance in a timely manner; minimal permits held due to incomplete information.
				Grants	\$12,000		
				TOTAL REVENUES	\$25,850		
				Wages & Benefits	\$72,959		
				Operating Expenses	\$22,251		
				TOTAL EXPENSES	\$95,210		
				COUNTY LEVY	\$69,360		
5	Signs	Maintain a rural identification system in all the unincorporated areas of Sauk County. Assign, map, assemble, install and coordinate location with Land Records for GIS updates. Notification provided to fire protection districts, ambulance and post office locations. Notice letters mailed to all districts and towns of the new addresses.	Wis Stat 59.54	User Fees / Misc	\$5,000	0.05	Assign, create, and place fire signs in accordance with ordinance requirements and department policy. Coordinate final information with appropriate departments and outside agencies.
				Grants	\$0		
				TOTAL REVENUES	\$5,000		
				Wages & Benefits	\$4,546		
				Operating Expenses	\$1,735		
				TOTAL EXPENSES	\$6,281		
				COUNTY LEVY	\$1,281		

Land Resources & Environment

6	Non-Metallic Mining (NMM)	Administer permitting, reclamation plan review and inspection, financial assurance review, reporting requirements, public hearings, enforcement and fee for non-metallic mining program. Ensure accuracy of annual reporting to DNR.	Wis Stats. 295; Admin Code NR 135; Sauk County Ordinance 24	User Fees / Misc	\$32,500	0.62	Ensure process and procedures are in place which ensure that the County's program adheres to NR 135. Set benchmarks for existing mines to assist in meeting annual reporting requirements.
				Grants	\$0		
				TOTAL REVENUES	\$32,500		
				Wages & Benefits	\$53,835		
				Operating Expenses	\$4,666		
				TOTAL EXPENSES	\$58,501		
COUNTY LEVY	\$26,001						
7	Outside Agencies	Requests from groups whom align with our mission/vision. Emphasis is placed on such groups providing County-wide impacts that enhance the unique features of Sauk County and assists in building a sense of place for the community.		User Fees / Misc	\$0	-	Specific projects are implemented that support the mission and vision of the department.
				Grants	\$0		
				Use of Carryforward	\$225,000		
				TOTAL REVENUES	\$225,000		
				Wages & Benefits	\$0		
				Operating Expenses	\$226,400		
TOTAL EXPENSES	\$226,400						
COUNTY LEVY	\$1,400						
8	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	Verify annual compliance with easements purchased through this program.
				Grants	\$0		
				Use of Carryforward	\$5,006		
				TOTAL REVENUES	\$5,006		
				Wages & Benefits	\$2,628		
				Operating Expenses	\$2,375		
TOTAL EXPENSES	\$5,003						
COUNTY LEVY	(\$3)						
9	Board of Adjustment	Enforcement and review authority for provisions of the county zoning ordinance, as related to special exception permits, variances, and challenges to administrative decisions through a quasi-judicial hearing process.	Wis. Stats 59.694; Admin Code NR 115, SPS 383; Sauk County Ordinance 7, 8, 24, 25	User Fees / Misc	\$6,000	0.45	Verification of complete applications with ordinance required information provided to verify compliance with County ordinances. Provide for processes and policies that ensure a fair, effective, and efficient hearing.
				Grants	\$0		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$6,000		
				Wages & Benefits	\$43,981		
				Operating Expenses	\$14,459		
TOTAL EXPENSES	\$58,440						
COUNTY LEVY	\$52,440						
10	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 pilot program for agricultural plastics began and continues each year.	Wis Stat 93.57	User Fees / Misc	\$7,000	0.39	Provide for the Clean Sweep event twice a year, providing options for the proper disposal of electronics and hazardous waste. Provide for the agricultural plastics recycling program, providing an option for the collection of plastic that would have otherwise been landfilled or burned.
				Grants	\$12,500		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$19,500		
				Wages & Benefits	\$29,332		
				Operating Expenses	\$103,006		
TOTAL EXPENSES	\$132,338						
COUNTY LEVY	\$112,838						
11	Dam Maintenance	Oversees management and compliance with state safety standards for the dams owned by Sauk County. Workload varies with higher needs at times of repair and rehabilitation projects. Yearly inspections are completed each year, but are required as follows: 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	Wis. Stats. Ch. 31 NR 330, 333, 335 Mandated by the Wisconsin DNR to maintain and inspect all County owned Dams	User Fees / Misc	\$0	0.31	Inspection of dams on an annual basis for minor maintenance issues to ensure the dams are operating adequately and safely. Responsible for implementation of EAP/IOM Plans for Sauk County owned dams.
				Grants	\$7,133		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$7,133		
				Wages & Benefits	\$28,186		
				Operating Expenses	\$12,840		
TOTAL EXPENSES	\$41,026						
COUNTY LEVY	\$33,893						
12	Community Outreach, Education, and Monitoring	This is a combination of all educational programs within the department. This includes educational, sustainability, monitoring, storm water management, forestry, and invasive activities and efforts. Park program opportunities are also examined and initiated when feasible. These activities are necessary to complete many of the requirements and objectives in which to allow the department to gain or compete for grant funding.	Wis Admin ATCP 50	User Fees / Misc	\$21,000	2.02	Provide information on the benefits of soil and water conservation including improved soil health, fertility and productivity as well as clean streams and groundwater. All of these increase economic vitality and preserving the natural resources of Sauk County.
				Grants	\$30,633		
				Use of Carryforward	\$20,497		
				TOTAL REVENUES	\$72,130		
				Wages & Benefits	\$156,789		
				Operating Expenses	\$101,753		
TOTAL EXPENSES	\$258,542						
COUNTY LEVY	\$186,412						

Land Resources & Environment

13	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.	Wis Admin ATCP 50, NR 151	<table border="1"> <tr><td>User Fees / Misc</td><td>\$0</td></tr> <tr><td>Grants</td><td>\$71,330</td></tr> <tr><td>Use of Carryforward</td><td>\$0</td></tr> <tr><td>TOTAL REVENUES</td><td>\$71,330</td></tr> <tr><td>Wages & Benefits</td><td>\$135,966</td></tr> <tr><td>Operating Expenses</td><td>\$13,111</td></tr> <tr><td>TOTAL EXPENSES</td><td>\$149,077</td></tr> <tr><td>COUNTY LEVY</td><td>\$77,747</td></tr> </table>	User Fees / Misc	\$0	Grants	\$71,330	Use of Carryforward	\$0	TOTAL REVENUES	\$71,330	Wages & Benefits	\$135,966	Operating Expenses	\$13,111	TOTAL EXPENSES	\$149,077	COUNTY LEVY	\$77,747	1.39	Ensure compliance with state agricultural performance standards that aim to protect ground and surface water while keeping cropland productive and economically viable with tax credits.
User Fees / Misc	\$0																					
Grants	\$71,330																					
Use of Carryforward	\$0																					
TOTAL REVENUES	\$71,330																					
Wages & Benefits	\$135,966																					
Operating Expenses	\$13,111																					
TOTAL EXPENSES	\$149,077																					
COUNTY LEVY	\$77,747																					
14	Land & Water Resource Mgmt (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. Grants amounts are provided by the state for staff and 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. Such an update occurred in Fall 2017.	Wis Admin ATCP 50, NR 151	<table border="1"> <tr><td>User Fees / Misc</td><td>\$0</td></tr> <tr><td>Grants</td><td>\$98,532</td></tr> <tr><td>Use of Carryforward</td><td>\$16,000</td></tr> <tr><td>TOTAL REVENUES</td><td>\$114,532</td></tr> <tr><td>Wages & Benefits</td><td>\$128,587</td></tr> <tr><td>Operating Expenses</td><td>\$120,133</td></tr> <tr><td>TOTAL EXPENSES</td><td>\$248,720</td></tr> <tr><td>COUNTY LEVY</td><td>\$134,188</td></tr> </table>	User Fees / Misc	\$0	Grants	\$98,532	Use of Carryforward	\$16,000	TOTAL REVENUES	\$114,532	Wages & Benefits	\$128,587	Operating Expenses	\$120,133	TOTAL EXPENSES	\$248,720	COUNTY LEVY	\$134,188	1.57	Installation of practices that prevent soil erosion and agricultural runoff and protect ground and surface water. A review of countywide natural resources and a plan to make improvements for the economic vitality and the enjoyment of all our citizens.
User Fees / Misc	\$0																					
Grants	\$98,532																					
Use of Carryforward	\$16,000																					
TOTAL REVENUES	\$114,532																					
Wages & Benefits	\$128,587																					
Operating Expenses	\$120,133																					
TOTAL EXPENSES	\$248,720																					
COUNTY LEVY	\$134,188																					
15	Multi-Discharge Variance	The County is delegated some responsibility for enforcement of non-point pollution requirements for agricultural operations. The Multi-Discharge Variance program enables municipalities subject to WPDES permits to provide payment of \$50 per pound of phosphorus to Counties within the same HUC 8 watershed to exceed phosphorus discharge limits for a period of time. Such payment is to be used by the County to implement conservation practices on non-point source properties to balance phosphorus discharge levels.	Wis Stats 283.16, Admin Code NR 151	<table border="1"> <tr><td>User Fees / Misc</td><td>\$83,963</td></tr> <tr><td>Grants</td><td>\$0</td></tr> <tr><td>Use of Carryforward</td><td>\$89,595</td></tr> <tr><td>TOTAL REVENUES</td><td>\$173,558</td></tr> <tr><td>Wages & Benefits</td><td>\$6,492</td></tr> <tr><td>Operating Expenses</td><td>\$89,590</td></tr> <tr><td>TOTAL EXPENSES</td><td>\$96,082</td></tr> <tr><td>COUNTY LEVY</td><td>(\$77,476)</td></tr> </table>	User Fees / Misc	\$83,963	Grants	\$0	Use of Carryforward	\$89,595	TOTAL REVENUES	\$173,558	Wages & Benefits	\$6,492	Operating Expenses	\$89,590	TOTAL EXPENSES	\$96,082	COUNTY LEVY	(\$77,476)	0.07	Assist municipalities and property owners in meeting interim phosphorus requirements through implementation of conservation practices on on-point source locations.
User Fees / Misc	\$83,963																					
Grants	\$0																					
Use of Carryforward	\$89,595																					
TOTAL REVENUES	\$173,558																					
Wages & Benefits	\$6,492																					
Operating Expenses	\$89,590																					
TOTAL EXPENSES	\$96,082																					
COUNTY LEVY	(\$77,476)																					
16	Waste Ordinance / Nutrient Mgmt	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 LRE Department. Efforts include educational programming that allows farmers to develop their own plans and oversight of the plans provided for program compliance.	Wis Admin ATCP 50, NR 151	<table border="1"> <tr><td>User Fees / Misc</td><td>\$1,000</td></tr> <tr><td>Grants</td><td>\$53,616</td></tr> <tr><td>Use of Carryforward</td><td>\$0</td></tr> <tr><td>TOTAL REVENUES</td><td>\$54,616</td></tr> <tr><td>Wages & Benefits</td><td>\$60,609</td></tr> <tr><td>Operating Expenses</td><td>\$92,065</td></tr> <tr><td>TOTAL EXPENSES</td><td>\$152,674</td></tr> <tr><td>COUNTY LEVY</td><td>\$98,058</td></tr> </table>	User Fees / Misc	\$1,000	Grants	\$53,616	Use of Carryforward	\$0	TOTAL REVENUES	\$54,616	Wages & Benefits	\$60,609	Operating Expenses	\$92,065	TOTAL EXPENSES	\$152,674	COUNTY LEVY	\$98,058	0.72	Assist with the review process for the installation, alteration or abandonment of manure storage and transfer systems. Compliance with agricultural performance standards and a process for enforcing the ordinance.
User Fees / Misc	\$1,000																					
Grants	\$53,616																					
Use of Carryforward	\$0																					
TOTAL REVENUES	\$54,616																					
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TOTAL EXPENSES	\$152,674																					
COUNTY LEVY	\$98,058																					
17	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.	Wis Admin ATCP 50, NR 151	<table border="1"> <tr><td>User Fees / Misc</td><td>\$0</td></tr> <tr><td>Grants</td><td>\$0</td></tr> <tr><td>Use of Carryforward</td><td>\$0</td></tr> <tr><td>TOTAL REVENUES</td><td>\$0</td></tr> <tr><td>Wages & Benefits</td><td>\$24,657</td></tr> <tr><td>Operating Expenses</td><td>\$13,067</td></tr> <tr><td>TOTAL EXPENSES</td><td>\$37,724</td></tr> <tr><td>COUNTY LEVY</td><td>\$37,724</td></tr> </table>	User Fees / Misc	\$0	Grants	\$0	Use of Carryforward	\$0	TOTAL REVENUES	\$0	Wages & Benefits	\$24,657	Operating Expenses	\$13,067	TOTAL EXPENSES	\$37,724	COUNTY LEVY	\$37,724	0.31	Change in farmer grazing practices and conversion of cropland to grassland which reduces soil erosion, improves water quality, and maintains productivity of the land.
User Fees / Misc	\$0																					
Grants	\$0																					
Use of Carryforward	\$0																					
TOTAL REVENUES	\$0																					
Wages & Benefits	\$24,657																					
Operating Expenses	\$13,067																					
TOTAL EXPENSES	\$37,724																					
COUNTY LEVY	\$37,724																					
18	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.	Wis Admin NR 151	<table border="1"> <tr><td>User Fees / Misc</td><td>\$0</td></tr> <tr><td>Grants</td><td>\$0</td></tr> <tr><td>Use of Carryforward</td><td>\$0</td></tr> <tr><td>TOTAL REVENUES</td><td>\$0</td></tr> <tr><td>Wages & Benefits</td><td>\$12,689</td></tr> <tr><td>Operating Expenses</td><td>\$2,844</td></tr> <tr><td>TOTAL EXPENSES</td><td>\$15,533</td></tr> <tr><td>COUNTY LEVY</td><td>\$15,533</td></tr> </table>	User Fees / Misc	\$0	Grants	\$0	Use of Carryforward	\$0	TOTAL REVENUES	\$0	Wages & Benefits	\$12,689	Operating Expenses	\$2,844	TOTAL EXPENSES	\$15,533	COUNTY LEVY	\$15,533	0.18	The installation of CREP practices enhance wildlife habitat, protect surface water, create or enhance healthy wetlands, reduce soil loss, and increase water retention for flood protection.
User Fees / Misc	\$0																					
Grants	\$0																					
Use of Carryforward	\$0																					
TOTAL REVENUES	\$0																					
Wages & Benefits	\$12,689																					
Operating Expenses	\$2,844																					
TOTAL EXPENSES	\$15,533																					
COUNTY LEVY	\$15,533																					
19	Wildlife Mgmt / 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.	Wis Stats 29.885-29.89; Admin Code NR 12.10	<table border="1"> <tr><td>User Fees / Misc</td><td>\$0</td></tr> <tr><td>Grants</td><td>\$13,800</td></tr> <tr><td>Use of Carryforward</td><td>\$0</td></tr> <tr><td>TOTAL REVENUES</td><td>\$13,800</td></tr> <tr><td>Wages & Benefits</td><td>\$2,767</td></tr> <tr><td>Operating Expenses</td><td>\$13,800</td></tr> <tr><td>TOTAL EXPENSES</td><td>\$16,567</td></tr> <tr><td>COUNTY LEVY</td><td>\$2,767</td></tr> </table>	User Fees / Misc	\$0	Grants	\$13,800	Use of Carryforward	\$0	TOTAL REVENUES	\$13,800	Wages & Benefits	\$2,767	Operating Expenses	\$13,800	TOTAL EXPENSES	\$16,567	COUNTY LEVY	\$2,767	0.03	Transfer of funds for assistance with wildlife damage.
User Fees / Misc	\$0																					
Grants	\$13,800																					
Use of Carryforward	\$0																					
TOTAL REVENUES	\$13,800																					
Wages & Benefits	\$2,767																					
Operating Expenses	\$13,800																					
TOTAL EXPENSES	\$16,567																					
COUNTY LEVY	\$2,767																					

Land Resources & Environment

20	Health Care Center Farm Mgmt	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	\$46,657	0.18	Maintain the County Farm as a productive and sustainable farm. Utilize the farm to showcase innovative practices through farm tours, workshops, etc.
				Grants	\$3,567		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$50,224		
				Wages & Benefits	\$16,529		
				Operating Expenses	\$17,234		
				TOTAL EXPENSES	\$33,763		
COUNTY LEVY	(\$16,460)						
21	USDA 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.	Wis Admin ATCP 50, NR 151	User Fees / Misc	\$0	0.15	Department assists USDA-NRCS with installing water quality practices ranging from barnyard runoff control, stream bank erosion, grazing plans, etc. Practices are focused on preventing soil erosion and reducing agricultural runoff.
				Grants	\$3,567		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$3,567		
				Wages & Benefits	\$13,534		
				Operating Expenses	\$2,078		
				TOTAL EXPENSES	\$15,612		
COUNTY LEVY	\$12,045						
22	Targeted Runoff Management Grant	Focused on improving water quality in Otter Creek through the state funded Targeted Runoff Management Program. Otter Creek was listed on the 303D list as an impaired waters and removal of this designation is was a department priority as identified in the Land and Water Resource Management Plan (2007-2017). The program brought cost share and design assistance to people that install conservation practices. While the project was completed, the area experienced damage in 2018. Additional funds were obtained to make repairs to the area in 2019.	Wis Stats 281.65; Admin Code ATCP 50, NR 151, NR 153, NR 154	User Fees / Misc	\$0	0.04	Repair of areas along Otter Creek that received damage from the 2018 flood event.
				Grants	\$36,549		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$36,549		
				Wages & Benefits	\$3,628		
				Operating Expenses	\$36,549		
				TOTAL EXPENSES	\$40,177		
COUNTY LEVY	\$3,628						
23	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.	2008 Farm Bill	User Fees / Misc	\$0	1.28	Installation of conservation practices that prevent soil erosion and prevent agricultural runoff to protect ground and surface water and improve farm productivity. Focus efforts in watersheds with the highest concentrations of soil erosion and runoff. Provide outreach and education to inform landowners of program.
				Grants	\$27,133		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$27,133		
				Wages & Benefits	\$95,858		
				Operating Expenses	\$36,056		
				TOTAL EXPENSES	\$131,914		
COUNTY LEVY	\$104,781						
24	Snowmobile	Counties are responsible for the administration of such program; and receive aid from the state for snowmobile purposes as defined in Wis. Statute.	Wis. Stats. 23.09(26)	User Fees / Misc	\$0	0.08	Implementation of collaborative efforts to support snowmobile organizations in Sauk County.
				Grants	\$60,391		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$60,391		
				Wages & Benefits	\$6,206		
				Operating Expenses	\$60,391		
				TOTAL EXPENSES	\$66,597		
COUNTY LEVY	\$6,206						
25	Camping	Maintenance and operation of a 66-unit campground at White Mound Park	Sauk County Ordinance Chapter 10; ATCP 79	User Fees / Misc	\$55,000	1.25	Improved and compliant campsites with access to park amenities and activities.
				Grants	\$0		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$55,000		
				Wages & Benefits	\$71,826		
				Operating Expenses	\$19,721		
				TOTAL EXPENSES	\$91,547		
COUNTY LEVY	\$36,547						
26	Park Operations	Maintenance and operation of park properties, to include beaches, trails, structures, and associated amenities (tables, signage, benches, equipment, etc.) as well as management of forest resources at the following locations: White Mound (1,088 acres), Redstone Beach (30 acres), Redstone Boat Landing (1 acre), Hemlock (80 acres), Man Mound (2 acres) Summer Oaks Boat Landing (6 acres), Yellow Thunder Wayside (.5 acres), Mirror Lake Dam (.5 acres), and Community Forest (690 acres). Weidman Woods (80 acres, but is not maintained)		User Fees / Misc	\$75,000	3.63	Available and enhanced facilities where the public can enjoy the County's natural resources and open spaces.
				Grants	\$0		
				Use of Carryforward	\$36,252		
				TOTAL REVENUES	\$111,252		
				Wages & Benefits	\$226,496		
				Operating Expenses	\$88,007		
				TOTAL EXPENSES	\$314,503		
COUNTY LEVY	\$203,251						

Land Resources & Environment

27	Lake Management	Management of water resources to determine general trends in water quality. Use secchi depth readings to measure the clarity and general health of area lakes.		User Fees / Misc	\$0	0.17	Increased Secchi Depth Readings to ensure clear water.
				Grants	\$0		
				Use of Carryforward	\$50,000		
				TOTAL REVENUES	\$50,000		
				Wages & Benefits	\$8,786		
				Operating Expenses	\$50,250		
				TOTAL EXPENSES	\$59,036		
COUNTY LEVY	\$9,036						
28	County Conservation Aids	Financial assistance provided to the County for fish and wildlife programs. Funds are allocated to each County in proportion to the ratio of the size of each County to the total area of the state. Such funds can be used toward development projects, habitat projects, stocking projects, maintenance projects or miscellaneous projects.	Wis. Stats. 23.09(12)	User Fees / Misc	\$0	0.03	Implementation of a project that meets one of the category requirements for the funds.
				Grants	\$2,245		
				Use of Carryforward	\$0		
				TOTAL REVENUES	\$2,245		
				Wages & Benefits	\$2,436		
				Operating Expenses	\$4,490		
				TOTAL EXPENSES	\$6,926		
COUNTY LEVY	\$4,681						
29	Great Sauk State Trail	Development, management, and maintenance of multi-use recreational trails.		User Fees / Misc	\$8,000	0.44	
				Grants	\$0		
				Use of Carryforward	\$400,000		
				TOTAL REVENUES	\$408,000		
				Wages & Benefits	\$35,745		
				Operating Expenses	\$412,000		
				TOTAL EXPENSES	\$447,745		
Outlay		Campground Improvements - White Mound Hemlock Dam - Repair or Replacement Building Removal - Former Office Bldg and Existing Barn Vehicle Replacement - 1 Trucks and Hybrid Vehicle Equipment Replacement - Mower	\$55,000 \$250,000 \$25,000 \$30,000 \$8,500	User Fees / Misc	\$0	-	Implementation and completion of specific projects identified on the capital outlay document.
				Grants	\$0		
				Use of Carryforward	\$330,000		
				TOTAL REVENUES	\$330,000		
				Wages & Benefits	\$0		
				Operating Expenses	\$368,500		
				TOTAL EXPENSES	\$368,500		
COUNTY LEVY	\$38,500						
Totals				TOTAL REVENUES	\$2,263,915	21.28	
				TOTAL EXPENSES	\$3,746,016		
				COUNTY LEVY	\$1,482,101		

Land Resources & Environment

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Subdivision Plats and Certified Survey Maps (CSMs) approved	1 plat / 111 CSM	2 plats / 90 CSM	4 plats, 90 CSM
Number of county plans completed	0	1 - SCORP	1 - White Mound
Planned Rural Development (PRD) (Lots, agricultural acres converted, and acres protected)	24 Lots 842 participating acres 80.15 PRD lot acres	24 Lots 850 participating acres 90 PRD lot acres	14 Lots 400 participating acres 50 PRD lot acres
Conditional Use Permit (CUP) (Land Use)	18 CUP	15 CUP	15 CUP
Conditional Use Permit (Exclusive Agricultural (EA) Zoning Dwelling)	4 CUP	4 CUP	4 CUP
Land Use / Sanitary Permits Issued	392 Land Use 203 Sanitary	384 Land Use 156 Sanitary	350 Land Use 150 Sanitary
Code Enforcement Citations	61	50	50
Inspect farms to determine compliance with state and local soil and water conservation standards for Farmland Preservation Program and Land and Water Resource Management participants and Sauk County Chapter 26 Ordinance.	70 FPP 30 LWRM 13 Chapter 26	75 FPP 30 LWRM 10 Chapter 26	100 FPP 25 LWRM 15 Chapter 26
Wisconsin Fund Grant Awards / Grant Amount	2 / \$7,505	0 / \$0	0 / \$0
Septic System Maintenance Verifications	5,265 reported	4,500 reported	4,500
Soil Test / Septic Closing On-site Inspections	110 Soils On-site 144 Closing inspections	30 Soils On-Site 100 Closing Inspections	50 Soils On-Site 100 Closing Inspections
Board of Adjustment (BOA) Inspections	38	40	40
Shoreland Zoning Inspections	89	90	90
Quarry / Blast Inspections	37	15	15
Code Enforcement Complaint/Follow up Inspections	112	110	125
Non Metallic Mining Reclamation Program - Total Sites/Total Acres	32 sites 2,400 acres	32 Sites 2,400 acres	32 Sites 2,400 acres
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)	74 practices installed	100 practices installed	100 practices installed
CREP Buffer strip program - Linear Feet in program	5,220	6,000	6,000
Assist land owners and operators with nutrient management and conservation plans. (Acres installed)	8,076	8,000	5,000
Creation and implementation of grazing plans. Acres converted.	1,090	500	500
Agricultural Plastics Programs and participants	6 events/74 participants 22.48 tons collected	6 events / 80 participants 15 tons collected	6 events / 100 participants 25 tons collected
Programs and Participants at Clean Sweep Events	2 programs/1,236 participants	2 programs / 1,072 participants	2 programs / 900 participants
Waste Collected at Clean Sweep Events	95,139 lbs waste 85,670 lbs electronics	95,000 lbs waste 90,000 lbs electronics	85,000 lbs waste 85,000 lbs electronics
Participation, attendance, and organization of other educational events and programs	60 programs w/ 3,001 educational contacts	50 programs w/ 3,500 educational contacts	40 programs with 3,500 educational contacts
Ordinance Rewrites and Revisions	0 Rewrites / 0 Revisions	1 rewrite / 1 revision	2 Rewrites / 1 Revisions
Miles of snowmobile trail maintained	211.9	211.9	211.9
Days snowmobile trail open	2	50	25
Camping revenue	\$57,148	\$60,000	\$50,000
Entrance fee revenue	\$80,242	\$80,500	\$75,000
Parks/Properties maintained	11	13	13
Boat landings maintained	6	6	6
Acres of land maintained	2,011	2,011	2,011
Volunteers	12	13	13
Shelter reservations	18	25	25
Special event permits issued	3	3	3
Annual passes given to Sauk County Veterans	325	275	250
Kayak rental revenue	\$534	\$700	\$500
Vehicles utilizing the parks in October	2885	2500	3000
Acres of lake maintained	104	104	104
Projects funded by County Conservation Aids	1	1	1
Emergency Action Plans updated	6	3	3
Emergency Action Plan meetings	1	1	1
Miles of hiking trails maintained at White Mound	7.85	7.85	7.85
Miles of biking trails maintained	11.92	11.92	11.92
Miles of horse trails maintained	9.46	9.46	9.46

Land Resources & Environment

Key Outcome Indicators / Selected Results - How well are we doing?				
Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
CSM - Review and Approval	CSM review and approval assures compliance with Sauk County Chapter 22 and Wis Stat. 236.	111 / \$11,310	90 / \$11,250	80 / \$8,000
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.	1 / \$620	2 / \$2,000	4 / \$1,500
Land Use / Sanitary Permits	Permits issued by the department to ensure compliance with county and state codes.	392 Land Use / \$104,506 203 Sanitary / \$81,400	384 Land Use / \$98,000 156 Sanitary / \$75,000	350 / 150
% Compliance with 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.	5,265 reporting / \$0	4,500 reporting / \$50	4,500 reporting / \$100
Citations Issued	The department's ability achieve compliance on zoning violations and ensure that the provisions of the County ordinances are upheld.	61 citations / \$2,449	50 citations / \$3,500	50 citations / \$3,500
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	2 applicants / \$7,505	0 applicants / \$0	0 applicants / \$0
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.	32 Sites / \$32,440	32 Sites / \$32,440	32 Sites / \$32,440
Regional Conservation Partnership Program - Baraboo River Watershed: Practices installed in project area	Active participation within the project area will result reduced soil erosion.	18 landowners	20 landowners	25 landowners
Collection of stream water quality monitoring data by department staff	Trends in water quality can be quantified and areas of concern identified.	15 sites	15 sites	15 sites
Outreach and education: Presentations and programs offered by staff	The public will better understand the department's mission and topics of interest.	60 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.	1,090 acres	500 acres	500 acres
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.	7,321 acres	8,000 acres	4,000 acres
On-site farm visits completed by staff to determine compliance with state and local soil and water conservation standards	Active participation will result reduced soil erosion and agricultural runoff.	113 on-site farm visits	100 on-site farm visits	100 on-site farm visits
Installed conservation practices	Tons of soil saved, amount of phosphorus reduced, and gallons of water infiltrated.	3,424 tons of soil / 10,096 phosphorus reduction / 76,687,200 gallons infiltrated	2,500 tons of soil / 8,000 phosphorus reduction / 50,000,000 gallons of water infiltrated	3,000 tons of soil / 8,000 phosphorus reduction / 50,000,000 gallons of water infiltrated
Secchi Depth Readings	White Mound Lake clarity	April - 4', May - 10', June - 4.2', July - 4', and August - 4'	April - 6', May - 10', June - 6.2', July - 6', and August 6'	April - 4', May - 10', June - 4.2', July - 4', and August - 4'
Dam compliance with the State of Wisconsin DNR	Safety for county residents and visitors	Yes	Yes	Yes
Funding amount awarded from the County Conservation Aids Grant Program	Funding for fish and wildlife resource improvements	\$3,131	\$2,435	\$2,435

Land Resources & Environment

Oversight Committee: **Land Resources & Environment**

Land Resources & Environment Director
1.00 FTE

LRE Program Specialist
1.00 FTE

**LRE Administrative Assistant
LTE Seasonal**
0.30 FTE

Conservation Manager
1.00 FTE

Planning & Zoning Manager
1.00 FTE

Parks and Recreation Manager
1.00 FTE

Conservation Technician
3.00 FTE

Planning & Zoning Technician
1.00 FTE

Parks Programs Coordinator
2.00 FTE

Watershed Coordinator
1.00 FTE

Land Use/Sanitation Technician
3.00 FTE

Parks & Recreation Assistant
0.49 FTE

Education Coordinator
1.00 FTE

Associate Planner
1.00 FTE

Skilled Laborer
0.50 FTE *

Education Assistant LTE
0.30 FTE

LRE Intern (Seasonal)
0.87 FTE

Parks Intern (Seasonal)
1.48 FTE

LRE Intern (Seasonal)
0.30 FTE

* Shared with Highway Department

	2016	2017	2018	2019	2020
Land Resources & Environment					
FTE Change	0.00	0.00	0.00	0.00	7.05
FTE Balance	14.19	14.19	14.19	14.19	21.24
Parks					
FTE Change	1.00	0.00	0.00	0.29	-5.07
FTE Balance	4.78	4.78	4.78	5.07	0.00
Total					
FTE Change	1.00	0.00	0.00	0.29	1.98
FTE Balance	18.97	18.97	18.97	19.26	21.24

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
LAND RESOURCES & ENVIRONMENT											
<u>Revenues</u>											
Tax Levy	1,044,324	1,067,834	1,072,017	1,128,574	1,128,574	1,482,101	353,527	31.33%	Mower Replacement	8,500	8,500
Grants & Aids	562,539	292,876	269,720	395,488	257,150	464,995	69,507	17.57%	Existing Barn Building Removal	25,000	0
Licenses & Permits	295,274	286,491	305,307	249,100	242,400	258,850	9,750	3.91%	Campground Improvements	55,000	0
Fees, Fines & Forfeitures	2,720	2,712	8,149	5,000	4,500	5,000	0	0.00%	Hemlock Dam Repair/Replacement	250,000	0
User Fees	62,928	64,679	51,421	49,457	55,307	187,257	137,800	278.63%	Vehicle	30,000	30,000
Intergovernmental	9,760	0	0	90,595	89,595	84,963	(5,632)	-6.22%			
Donations	800	500	8,000	0	500	500	500	0.00%	2020 Total	368,500	38,500
Miscellaneous	10,943	28,409	20,666	0	0	0	0	0.00%			
Use of Fund Balance	0	0	0	164,658	0	1,262,350	1,097,692	666.65%			
Total Revenues	1,989,288	1,743,501	1,735,280	2,082,872	1,778,026	3,746,016	1,663,144	79.85%	2021	68,000	68,000
									2022	60,000	60,000
									2023	85,000	25,000
									2024	25,000	25,000
<u>Expenses</u>											
Labor	788,223	820,889	891,373	905,638	896,648	1,253,742	348,104	38.44%			
Labor Benefits	265,516	270,616	276,586	306,066	304,905	396,574	90,508	29.57%			
Supplies & Services	644,935	503,017	432,897	871,168	503,036	1,727,200	856,032	98.26%			
Capital Outlay	22,028	22,285	22,050	0	0	368,500	368,500	0.00%			
Addition to Fund Balance	268,586	126,694	112,375	0	73,437	0	0	0.00%			
Total Expenses	1,989,288	1,743,501	1,735,280	2,082,872	1,778,026	3,746,016	1,663,144	79.85%			
Beginning of Year Fund Balance	Included in General Fund Total										
End of Year Fund Balance											

Conservation, Planning & Zoning became Land Resources & Environment in 2020
Parks Combined into Land Resources & Environment in 2020

2020 Highlights & Issues on the Horizon

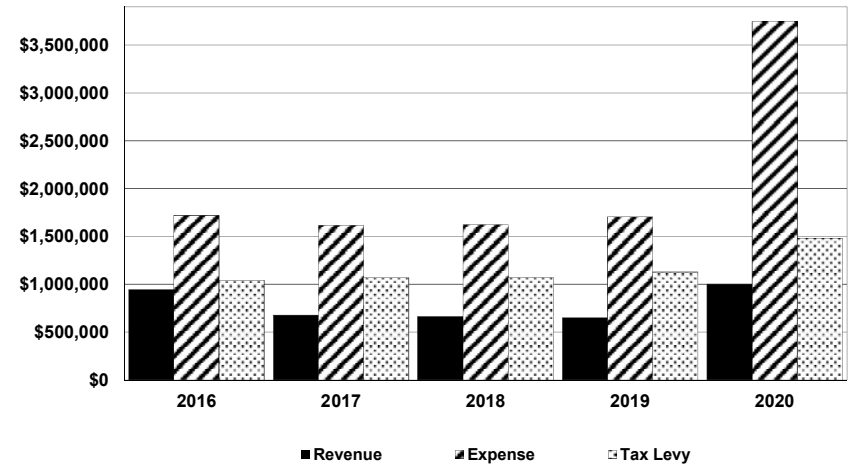
The 2020 budget was updated to include both the former Conservation, Planning and Zoning (CPZ) and Parks Departments into one Land Resources and Environment (LRE) Department. Changes that impact the 2020 budget include; labor cost increases and additional staffing requests, increase in computer services expenses, capital outlay items for park improvements, decreases or increases in anticipated grant amounts due to prior years, and potential changes to the County's Agriculture Plastics program.

During 2020, another five-year RCPP funding project through NRCS is being implemented. The department requested and received approximately \$1.1 million, which is a 1:1 match of what we anticipate to be a partnership between our department, Juneau County Land Conservation, and the Reedsburg Wastewater Treatment Facility for an additional 5-year period. A new Memorandum of Understanding was approved by the Sauk County Board. The department will continue working with USDA-NRCS to acquire landowner sign-up for conservation practices.

Great Sauk State Trail: The first and second phases of the Great Sauk State Trail are completed. Efforts continue to make the connection to Devil's Lake State park through the "Wye". In 2019, \$350,000 was added to the budget for the design and construction of this connection point. In addition, Sauk County is working with Dane County on a feasibility study for a bridge over the Wisconsin River to make the connection with the Walking Iron Trail in Dane County. The feasibility study is scheduled for completion in 2019. \$400,000 of carry forward funds is included in the budget for removal of railroad ties and construction of the "Wye".

Includes Budgeted Ownership and Outside Agency Requests:
Conservation Congress \$1,400
Friends of the Baraboo River \$25,000 (General Fund balance)
Lake Redstone Protection District \$200,000 (General Fund balance)

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: LAND RESOURCES & ENVIRONMENT	Adopted Budget	Actual	Adopted Budget	Actual	% Used	6 Months Actual	Adopted Budget	Estimated		2019 Adopted To 2020
10064 LAND RESOURCES & ENVIRONMENT										
411100 GENERAL PROPERTY TAXES	-1,067,834	-1,067,834	-1,072,017	-1,072,017	100%	-564,287	-1,128,574	-1,128,574	-1,482,101	353,527
422160 HO-CHUNK GAMING GRANT	0	0	0	-16,000	0%	-36,000	0	-20,000	-15,000	15,000
424630 SNOWMOBILE TRAILS	0	0	0	0	0%	0	0	0	-60,391	60,391
424720 WI FUND SEPTIC SYSTEM	0	-28,075	-20,000	-7,505	38%	0	-20,000	0	-12,000	-8,000
424730 CO CONSERVATION AID	0	0	0	0	0%	0	0	0	-2,245	2,245
424750 LAND/WATER RESOURCE MANAGEMENT	-109,500	-90,728	-98,000	-81,097	83%	0	-133,000	-100,000	-109,350	-23,650
424770 LAND CONSERVATION AID	-126,135	-127,418	-125,000	-129,164	103%	0	-131,289	-100,000	-142,660	11,371
424785 PRODUCER LED GROUP	0	0	0	0	0%	0	0	0	-40,000	40,000
424790 WILDLIFE DAMAGE PROGRAM	-15,000	-7,440	-10,000	-10,474	105%	-10,319	-11,650	-11,650	-13,800	2,150
424844 RIVER PLANNING	0	-1,515	0	0	0%	0	0	0	0	0
424847 NUTRIENT MGNT FAM ED / MALWEG	-9,800	-9,800	0	0	0%	0	0	0	0	0
424848 OTTER CR COST SHARE TRM GRANT	0	0	0	0	0%	0	0	0	-36,549	36,549
424860 PLANNING GRANTS	0	-3,750	0	0	0%	0	0	0	0	0
424863 EDUCATION GRANTS	0	0	0	0	0%	-2,500	0	-2,500	-3,500	3,500
424880 CLEAN SWEEP	-15,452	-12,550	-13,000	-12,990	100%	0	-12,000	-12,000	-12,500	500
441010 CONS COURT ORDERED FINES/FEES	-2,500	-1,112	-2,500	-2,449	98%	-1,468	-2,500	-2,500	-2,500	0
441110 NON-PERMIT CONSTRUCT FINE	-2,500	-1,600	-2,500	-5,700	228%	-1,000	-2,500	-2,000	-2,500	0
442500 GREAT SAUK ST TRAIL PERMITS	0	0	0	0	0%	0	0	0	-8,000	8,000
444100 LAND USE PERMITS	-78,000	-100,246	-90,000	-105,207	117%	-38,452	-90,000	-88,000	-90,000	0
444130 SOIL TEST CERT FEES	-11,500	-12,600	-11,500	-13,800	120%	-4,700	-11,500	-10,500	-11,500	0
444140 SANITARY PERMITS	-62,000	-66,900	-62,000	-81,400	131%	-25,415	-62,000	-62,000	-62,000	0
444141 SANITARY SYSTEM REVIEW FEE	-8,000	-11,450	-8,000	-10,985	137%	-4,770	-8,000	-8,500	-8,000	0
444150 SUBDIVISION PLAT REVIEW FEE	-1,000	-1,620	-1,000	-1,380	138%	0	-1,500	-1,800	-1,000	-500
444160 GROUNDWATER PERMITS	-5,000	-7,775	-5,000	-8,075	162%	-2,425	-5,000	-5,000	-5,000	0
444170 MANURE STORAGE PERMIT	-1,000	-1,200	-1,000	-400	40%	0	-1,000	0	-1,000	0
444180 NONMETALIC MINING PERMITS	-31,000	-32,440	-31,000	-32,380	104%	0	-31,000	-31,000	-31,000	0
444181 NONMETALLIC PLAN REVIEW	0	0	0	0	0%	-1,400	0	-1,800	-1,500	1,500
444185 CONDITIONAL USE PERMIT BUSINES	-10,000	-10,000	-10,000	-7,250	73%	-2,500	-10,000	-7,000	-10,000	0
444186 CONDITIONAL USE EXCLUSIVE AG	-600	-100	-600	-300	50%	-200	-600	-300	-600	0
444200 FIRE SIGN FEES	-5,000	-12,520	-5,000	-11,670	233%	-2,650	-5,000	-5,500	-5,000	0
444210 MAINTENANCE TRACKING FEE	-100	-70	-100	0	0%	0	-100	0	-100	0
444220 CERTIFIED SURVEY FEES	-7,000	-8,740	-7,000	-11,410	163%	-4,395	-7,000	-7,500	-7,000	0
444240 REZONING HEARING PETITION	-2,500	-1,500	-2,500	-1,500	60%	-500	-2,500	-1,500	-2,500	0
444242 PRD DEVELOP PLAN REVIEWS	-8,000	-7,000	-8,000	-10,250	128%	-5,500	-8,000	-7,000	-8,000	0
444260 BOARD OF ADJUSTMENT FILING	-6,000	-11,500	-6,000	-9,000	150%	-2,500	-6,000	-5,000	-6,000	0
444270 EDUCATION PROGRAM FEES	0	0	0	0	0%	0	0	0	-2,000	2,000
445100 APPLICATION FEES	0	-900	-900	-300	33%	0	0	0	-750	750
464350 CLEAN SWEEP FEES	-1,000	-2,855	-1,000	-2,484	248%	-2,824	-1,300	-3,000	-7,000	5,700
467200 COUNTY PARK REVENUE	0	0	0	0	0%	0	0	0	-55,000	55,000
467250 PARKS ENTRANCE FEES	0	0	0	0	0%	0	0	0	-75,000	75,000
468200 SALE CONSERVATION MATERIAL	-20,000	-11,599	-20,000	-12,490	62%	-12,715	-15,000	-11,000	-17,000	2,000

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: LAND RESOURCES & ENVIRONMENT	Adopted Budget	Actual	Adopted Budget	Actual	% Used	6 Months Actual	Adopted Budget	Estimated		2019 Adopted To 2020
10064 LAND RESOURCES & ENVIRONMENT										
468210 RENT OF TREE PLANTER	-400	-190	-400	-201	50%	-450	-400	-650	-500	100
472495 MULTI-DISCHARGE VARIANCE PROG	0	0	-20,000	0	0%	-89,582	-48,616	-89,595	-83,963	35,347
474010 DEPARTMENTAL CHARGES	-1,000	0	-1,000	0	0%	0	-1,000	0	-1,000	0
483600 SALE OF COUNTY OWNED PROPERTY	0	0	0	-7,300	0%	0	0	0	0	0
484110 MISC PUBLIC CHARGES	-1,000	-2,355	-1,000	-2,079	208%	-4,012	-1,000	-5,000	-1,000	0
484160 MISCELLANEOUS REVENUES	0	-1,115	0	-292	0%	0	0	0	0	0
484250 COUNTY FARM REVENUES	-59,210	-59,210	-50,000	-46,657	93%	-25,157	-46,657	-46,657	-46,657	0
485010 DONATIONS & CONTRIBUTIONS	0	-500	0	-8,000	0%	-500	0	-500	-500	500
486300 INSURANCE RECOVERIES	0	-27,295	0	-13,074	0%	0	0	0	0	0
493010 FUND BALANCE APPLIED	0	0	0	0	0%	0	-10,000	0	-695,000	685,000
493200 CONTINUING APPROP PRIOR YEAR	-211,852	0	-33,627	0	0%	0	-4,934	0	-567,350	562,416
TOTAL LAND RESOURCES & ENVIRONMENT	-1,879,883	-1,743,501	-1,719,644	-1,735,280	101%	-846,221	-1,819,620	-1,778,026	-3,746,016	1,926,396
10064110 LRE ADMINISTRATION										
511100 SALARIES PERMANENT REGULAR	814,631	794,232	849,384	879,940	104%	425,301	866,816	866,816	1,149,929	283,113
511200 SALARIES-PERMANENT-OVERTIME	1,303	0	1,330	0	0%	0	1,384	0	1,432	48
511900 LONGEVITY-FULL TIME	3,378	2,670	3,580	3,030	85%	0	2,846	2,846	2,985	139
512100 WAGES-PART TIME	26,400	21,023	26,334	4,091	16%	7,947	28,656	22,500	93,424	64,768
512200 WAGES-PART TIME-OVERTIME	0	63	0	0	0%	18	0	50	0	0
514100 FICA & MEDICARE TAX	65,003	60,828	67,674	65,367	97%	31,909	69,133	69,133	95,760	26,627
514200 RETIREMENT-COUNTY SHARE	55,713	53,977	57,238	55,181	96%	27,840	57,054	57,054	77,918	20,864
514400 HEALTH INSURANCE COUNTY SHARE	170,722	148,524	170,835	146,333	86%	73,115	169,316	169,316	207,963	38,647
514500 LIFE INSURANCE COUNTY SHARE	243	224	229	264	115%	96	279	279	214	-65
514600 WORKERS COMPENSATION	8,770	6,950	8,419	8,587	102%	4,639	9,661	8,500	14,063	4,402
515800 PER DIEM COMMITTEE	4,000	1,600	4,000	1,800	45%	600	4,000	2,500	4,000	0
519300 VEHICLE ALLOWANCE	0	-3	0	3	0%	0	0	0	0	0
520100 CONSULTANT AND CONTRACTUAL	0	0	0	0	0%	0	0	0	52,500	52,500
520900 CONTRACTED SERVICES	25,000	1,886	25,000	0	0%	0	25,000	10,000	52,500	27,500
521400 COURT REPORTER AND TRANSCRIBER	0	591	500	502	100%	0	1,000	1,000	1,000	0
521900 OTHER PRO SRVCS-WISC FUND	0	28,075	20,000	7,505	38%	0	20,000	0	12,000	-8,000
522100 WATER TESTING	0	0	0	0	0%	1,661	0	20,000	42,244	42,244
522500 TELEPHONE	5,800	6,596	6,000	6,460	108%	3,419	6,000	6,400	7,800	1,800
522800 TRASH/SNOW REMOVAL/MOWING	0	0	0	0	0%	0	0	0	2,600	2,600
522900 UTILITIES	0	0	0	0	0%	0	0	0	8,500	8,500
523700 SNOWMOBILE TRAIL MAINTENANCE	0	0	0	0	0%	0	0	0	60,391	60,391
523800 WEED HARVESTER EXPENSE	0	0	0	0	0%	0	0	0	250	250
524400 PARK MAINTENANCE	0	0	0	0	0%	0	0	0	42,752	42,752
524600 FILING FEES	500	60	250	30	12%	0	250	0	250	0
525000 FARM BLDG/PROPERTY REPAIRS	19,000	18,796	15,000	29,000	193%	198	15,000	13,000	15,000	0
525200 EQUIPMENT REPAIR	0	0	0	0	0%	0	0	0	2,500	2,500

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: LAND RESOURCES & ENVIRONMENT	Adopted Budget	Actual	Adopted Budget	Actual	% Used	6 Months Actual	Adopted Budget	Estimated		2019 Adopted To 2020
10064110 LRE ADMINISTRATION										
526100 OUTSIDE AGENCIES	1,300	1,300	1,400	1,400	100%	1,400	11,400	11,400	226,400	215,000
530500 LICENSES AND PERMITS	0	0	0	0	0%	0	0	0	520	520
531100 POSTAGE AND BOX RENT	10,000	8,511	10,000	9,994	100%	4,921	10,000	8,500	10,500	500
531200 OFFICE SUPPLIES AND EXPENSE	12,000	4,620	10,000	4,396	44%	2,466	10,000	6,000	10,500	500
531400 SMALL EQUIPMENT	1,100	0	1,100	355	32%	0	1,100	600	1,100	0
531800 MIS DEPARTMENT CHARGEBACKS	20,403	37,596	31,272	54,338	174%	74,130	64,185	64,000	66,134	1,949
532100 PUBLICATION OF LEGAL NOTICES	3,000	2,028	2,800	1,540	55%	1,072	2,800	2,000	2,800	0
532200 SUBSCRIPTIONS	1,000	916	1,000	983	98%	438	1,000	950	1,050	50
532400 MEMBERSHIP DUES	7,000	6,663	7,500	7,680	102%	5,768	7,500	7,500	7,500	0
532500 SEMINARS AND REGISTRATIONS	7,000	4,690	7,000	5,743	82%	4,298	7,000	6,500	8,200	1,200
533000 PESTICIDE/CLEAN SWEEP EXPENSES	94,000	99,018	94,000	90,547	96%	56,612	94,000	94,000	98,500	4,500
533200 MILEAGE	2,000	930	2,000	1,226	61%	465	2,000	800	2,250	250
533500 MEALS AND LODGING	3,000	1,497	3,000	1,940	65%	1,667	3,000	2,000	3,800	800
534700 FIELD SUPPLIES	10,000	10,399	10,000	4,870	49%	6,120	10,000	10,000	11,500	1,500
534800 EDUCATIONAL SUPPLIES	17,000	12,710	12,000	15,872	132%	8,834	12,000	14,000	12,500	500
534900 PROJECT SUPPLIES	0	0	0	0	0%	0	0	0	105,000	105,000
535000 REPAIRS AND MAINTENANCE	0	0	0	0	0%	0	0	0	10,000	10,000
535100 VEHICLE FUEL / OIL	9,000	8,237	8,000	7,508	94%	3,105	8,000	8,000	21,000	13,000
535200 VEHICLE MAINTENANCE AND REPAIR	5,500	3,822	4,500	2,321	52%	2,419	4,500	4,300	8,500	4,000
539100 OTHER SUPPLIES & EXPENSES	0	0	0	0	0%	0	0	0	404,490	404,490
551000 INSURANCE	0	72	0	79	0%	0	0	0	0	0
551100 INSURANCE-BLDGS/CONTENTS/EXTEN	40	7	40	13	32%	13	40	40	4,050	4,010
551200 INSURANCE-VEHICLE LIABILITY	4,000	3,096	4,000	3,428	86%	4,376	4,000	3,800	4,000	0
551900 INSURANCE-GENERAL LIABILITY	0	0	0	0	0%	0	0	0	1,200	1,200
573300 PRIZES AND AWARDS	1,000	0	500	100	20%	468	500	500	750	250
579100 COST SHARING CONSERVATION	80,000	77,421	80,000	78,858	99%	29,085	80,000	83,721	80,000	0
579110 TARGETED RUNOFF MANAGEMENT	0	0	0	0	0%	0	0	0	36,549	36,549
579112 PRODUCER LED PRACTICES	0	0	0	0	0%	0	0	0	40,000	40,000
579150 MULTI DISCHARGE VARIANCE PROGR	0	0	20,000	0	0%	0	48,616	0	89,595	40,979
579600 LAND/WATER RESOURCE MGMNT	109,500	107,264	98,000	75,524	77%	7,336	133,000	100,000	125,350	-7,650
579800 NUTRIENT MANAGEMENT	9,800	9,746	0	0	0%	0	0	0	0	0
581900 CAPITAL OUTLAY	25,000	22,285	25,000	22,050	88%	0	0	0	368,500	368,500
TOTAL LRE ADMINISTRATION	1,633,106	1,568,919	1,688,885	1,598,856	95%	791,738	1,791,036	1,678,005	3,710,213	1,919,177
10064674 BADGER ARMY AMMUNITION PLANT										
10064682 PLACEMAKING										
520900 CONTRACTED SERVICES	60,000	24,593	0	0	0%	0	0	0	0	0
526100 APPROPRIATION	141,341	2,500	0	0	0%	0	0	0	0	0
TOTAL PLACEMAKING	201,341	27,093	0	0	0%	0	0	0	0	0

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: LAND RESOURCES & ENVIRONMENT	Adopted Budget	Actual	Adopted Budget	Actual	% Used	6 Months Actual	Adopted Budget	Estimated		2019 Adopted To 2020
10064691 LAND/EASEMENT ACQUISITION										
511100 SALARIES PERMANENT REGULAR	2,247	0	2,448	2,443	100%	0	1,788	1,788	1,823	35
511900 LONGEVITY-FULL TIME	9	0	7	0	0%	0	4	4	5	1
512100 WAGES-PART TIME	0	1,304	66	66	100%	0	144	144	144	0
514100 FICA & MEDICARE TAX	173	100	193	183	95%	0	148	148	151	3
514200 RETIREMENT-COUNTY SHARE	153	0	164	164	100%	0	117	117	123	6
514400 HEALTH INSURANCE COUNTY SHARE	451	0	477	479	100%	0	334	334	358	24
514600 WORKERS COMPENSATION	28	13	29	28	96%	0	24	24	24	0
535900 MAINTENANCE/MONITORING	2,375	0	2,375	0	0%	0	2,375	2,375	2,375	0
TOTAL LAND/EASEMENT ACQUISITION	5,436	1,417	5,759	3,363	58%	0	4,934	4,934	5,003	69
10064692 COUNTY TREE PROGRAM										
534100 AG SUPPLIES	25,000	8,904	15,000	10,368	69%	10,421	12,000	10,000	17,000	5,000
TOTAL COUNTY TREE PROGRAM	25,000	8,904	15,000	10,368	69%	10,421	12,000	10,000	17,000	5,000
10064696 WILDLIFE DAMAGE PROGRAM										
520900 CONTRACTED SERVICES	15,000	10,474	10,000	10,319	103%	1,510	11,650	11,650	13,800	2,150
TOTAL WILDLIFE DAMAGE PROGRAM	15,000	10,474	10,000	10,319	103%	1,510	11,650	11,650	13,800	2,150
TOTAL DEPARTMENT REVENUE	-1,879,883	-1,743,501	-1,719,644	-1,735,280	101%	-846,221	-1,819,620	-1,778,026	-3,746,016	1,926,396
TOTAL DEPARTMENT EXPENSE	1,879,883	1,616,807	1,719,644	1,622,906	94%	803,669	1,819,620	1,704,589	3,746,016	1,926,396
-ADDITION TO / USE OF FUND BALANCE	0	-126,694	0	-112,375		-42,553	0	-73,437	0	

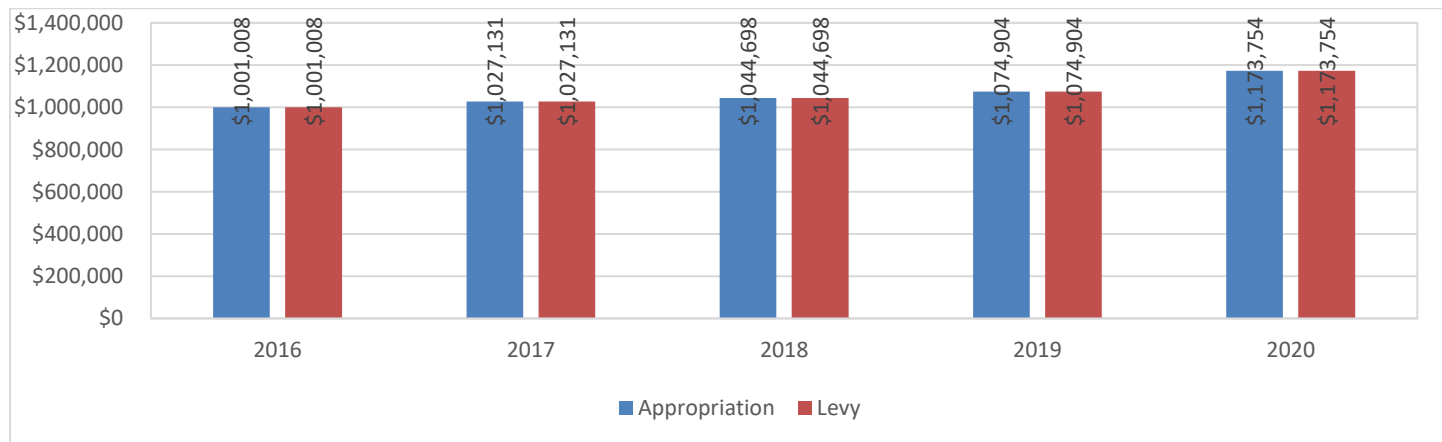
Library Board

Organization Purpose: The mission of the Sauk County Library Board is to provide library service for rural residents in the most accountable and efficient manner.

Programs Provided to Sauk County Residents: Shared multicounty computer catalog to locate and request materials from other libraries. Reference assistance for individual research, using print, Internet and other electronic sources. Delivery service through South Central Library System to deliver materials requested from other libraries. Materials in many formats, including books, magazines, newspapers, audio recordings, compact discs, computer software, DVD's, downloadable eBooks and audio books, and portable mp3 audio and video books. Local history and genealogy collections. Education, recreational, and cultural programs year-round for babies through adults. Adult literacy program and language translation services. Job search and tax assistance programs, photocopying and fax services, audio visual equipment for loan. Internet access on computer workstations and free WiFi wireless access. Outreach programs to day care centers, nursing homes, community based resident facilities and schools. Meeting room spaces. Workstations with adaptive technologies for individuals with physical disabilities. Interlibrary loan service for borrowing materials not owned within South Central Library System member libraries.

Major Goals for Organization for 2020 and Beyond: Ensure quality level of service for all rural county residents. Obtain equitable funding for public libraries. Obtain funding assistance for the county resource library. Maintain funding from the County for delivery and technology. Encourage county libraries to address the needs of the County's special user populations. Inform the public and governing bodies of the wide range of library services available to rural residents.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999510-514100	FICA and Medicare Tax	\$82	\$107	\$82	\$107	131%	\$54	\$82	\$82	\$95
10999510-514600	Workers Compensation	2	1	2	1	42%	0	2	2	5
10999510-515800	Per Diem Committee	1,384	1,400	1,384	1,400	101%	700	1,384	1,400	1,800
10999510-533200	Mileage	500	1,059	500	628	126%	370	500	600	975
10999510-571700	Direct Payments	1,025,163	1,025,163	1,042,730	1,042,730	100%	1,072,936	1,072,936	1,072,936	1,170,879
	Total	\$1,027,131	\$1,027,730	\$1,044,698	\$1,044,867	100%	\$1,074,060	\$1,074,904	\$1,075,020	\$1,173,754



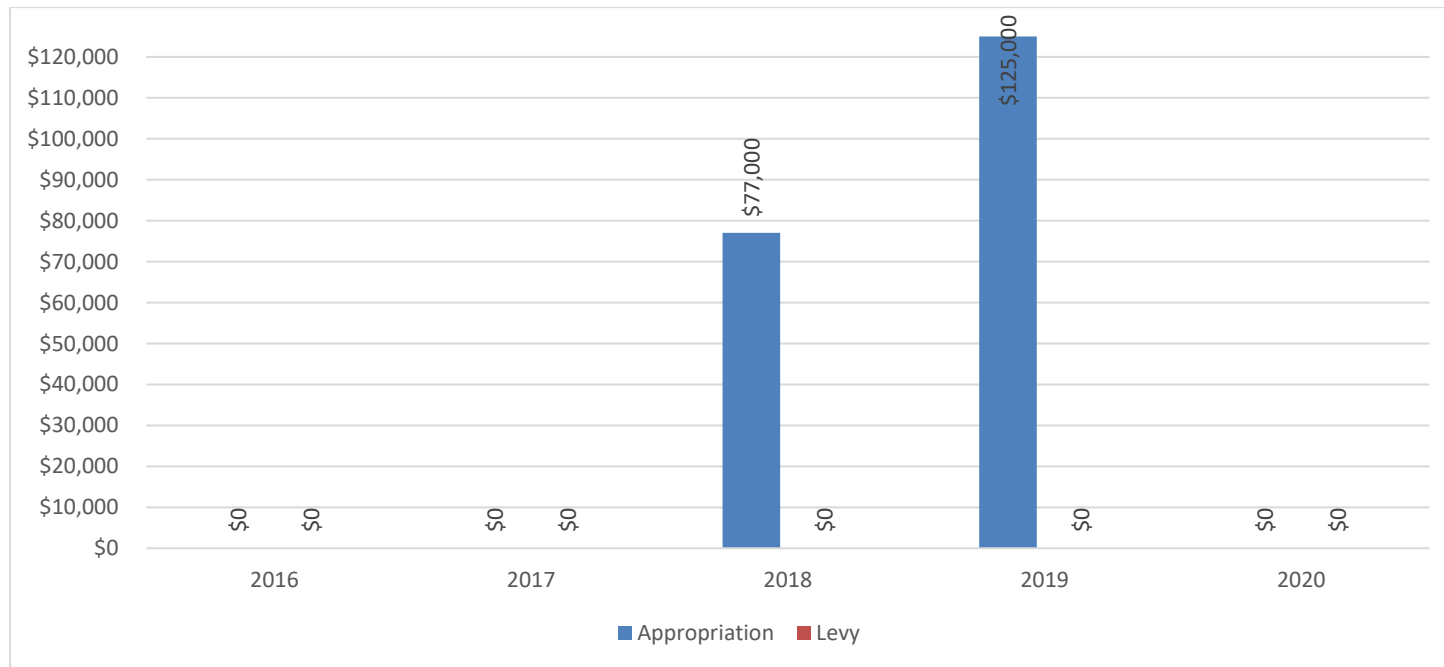
Mid-Continent Railway

Organization Purpose: The mission of Mid-Continent Railway is to educate the public by recreating as accurately as possible the Golden Years of Railroads, from the Civil War days until after World War II, by operating a living railroad with vintage equipment from those times.

Programs Provided to Sauk County Residents: Mid-Continent provides a unique experience for travelers and tourists beyond the normal tourist industry. We enhance the all-important tourism of Sauk County with a special niche of enjoyment coupled with education in a relaxed atmosphere. A destination point for many visitors, bringing many volunteers to the area on a regular basis, using motels and frequenting restaurants. There are special days for Reedsburg, Baraboo and North Freedom residents, and Mid-Continent is in the process of expanding this program to other cities and townships.

Major Goals for Organization for 2020 and Beyond: Loan repayment and debt reduction are the financial goals. This will allow the ability to forward with planned enhancements to the museum, such as operation of the 1385 steam engine, new storage building, and continued restoration of very significant historic cars.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999362-526100	Appropriation	\$0	\$0	\$77,000	\$77,000	100%	\$125,000	\$125,000	\$125,000	\$0



	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
PARKS											
<u>Revenues</u>											
Tax Levy	228,787	288,029	297,861	303,373	303,373	0	(303,373)	-100.00%		0	0
Grants & Aids	76,116	492,178	263,570	174,940	174,940	0	(174,940)	-100.00%		0	0
Licenses & Permits	0	0	4,119	2,500	9,000	0	(2,500)	-100.00%		0	0
User Fees	138,353	324,587	518,430	130,000	134,000	0	(130,000)	-100.00%		0	0
Intergovernmental	0	465,117	15,163	0	45,000	0	0	0.00%		0	0
Donations	0	197,500	500,000	0	125	0	0	0.00%		0	0
Miscellaneous	0	0	604	0	0	0	0	0.00%		0	0
Use of Fund Balance	93,841	0	773,636	1,153,624	168,425	0	(1,153,624)	-100.00%			
Total Revenues	537,097	1,767,411	2,373,382	1,764,437	834,863	0	(1,764,437)	-100.00%	2020 Total	0	0
<u>Expenses</u>											
Labor	207,027	197,488	207,204	238,402	240,402	0	(238,402)	-100.00%	2021	0	0
Labor Benefits	48,562	40,612	49,898	56,501	56,976	0	(56,501)	-100.00%	2022	0	0
Supplies & Services	179,837	1,372,094	1,190,888	1,089,455	315,985	0	(1,089,455)	-100.00%	2023	0	0
Capital Outlay	101,671	58,028	925,392	380,079	221,500	0	(380,079)	-100.00%	2024	0	0
Addition to Fund Balance	0	99,189	0	0	0	0	0	0.00%			
Total Expenses	537,097	1,767,411	2,373,382	1,764,437	834,863	0	(1,764,437)	-100.00%			
Beginning of Year Fund Balance						Included in General Fund Total					
End of Year Fund Balance						Parks Combined into Land Resources & Environment in 2020					

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: PARKS	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10062 PARKS REVENUE										
411100 GENERAL PROPERTY TAXES	-288,029	-288,029	-297,861	-297,861	100%	-151,687	-303,373	-303,373	0	-303,373
422160 HO-CHUNK GAMING GRANT	0	-5,100	0	0	0%	0	0	0	0	0
424630 SNOWMOBILE TRAILS	-52,975	-85,236	-52,975	-63,570	120%	-79,875	-170,070	-170,070	0	-170,070
424730 CO CONSERVATION AID	-2,245	-1,842	-2,245	0	0%	0	-4,870	-4,870	0	-4,870
424862 STEWARDSHIP FUNDS	-520,000	-400,000	0	-200,000	0%	0	0	0	0	0
442500 GREAT SAUK ST TRAIL PERMIT	0	0	0	-4,119	0%	-6,933	-2,500	-9,000	0	-2,500
467200 COUNTY PARK REVENUE	-40,000	-54,337	-45,000	-57,148	127%	-31,683	-55,000	-55,000	0	-55,000
467250 PARKS ENTRANCE FEES	-66,000	-86,464	-70,000	-80,242	115%	-50,465	-75,000	-75,000	0	-75,000
468205 BUILDING USE FEES	0	0	0	0	0%	-2,348	0	-4,000	0	0
472490 LOCAL GOVT/AGENCY PAYMENTS	0	-465,117	0	-15,163	0%	0	0	-45,000	0	0
483300 SALE OF MATERIAL AND SUPPLIES	0	-183,786	0	-381,040	0%	0	0	0	0	0
485010 DONATIONS & CONTRIBUTIONS	0	-197,500	0	-500,000	0%	-125	0	-125	0	0
486300 INSURANCE RECOVERIES	0	0	0	-604	0%	0	0	0	0	0
493010 FUND BALANCE APPLIED	-650,000	0	-130,000	0	0%	0	-481,202	0	0	-481,202
493200 CONTINUING APPROP PRIOR YEAR	-599,343	0	-1,116,282	0	0%	0	-103,338	0	0	-103,338
493350 CONTINUING APPROP HOUSE MNTCE	-2,936	0	0	0	0%	0	0	0	0	0
TOTAL PARKS REVENUE	-2,221,528	-1,767,411	-1,714,363	-1,599,746	93%	-323,115	-1,195,353	-666,438	0	-1,195,353
10062164 WHITE MOUND HOUSE MAINTENANCE										
524300 WHITE MOUND HOUSE MAINTENANCE	2,936	0	0	0	0%	0	0	0	0	0
TOTAL WHITE MOUND HOUSE MAINTENANCE	2,936	0	0	0	0%	0	0	0	0	0
10062520 COUNTY PARKS										
511100 SALARIES PERMANENT REGULAR	177,225	158,937	193,689	171,616	89%	89,385	185,469	185,469	0	-185,469
511900 LONGEVITY-FULL TIME	420	420	500	460	92%	0	520	520	0	-520
512100 WAGES-PART TIME	41,331	38,131	41,331	34,455	83%	12,270	52,413	52,413	0	-52,413
514100 FICA & MEDICARE TAX	16,752	14,952	18,017	15,514	86%	7,615	18,238	18,238	0	-18,238
514200 RETIREMENT-COUNTY SHARE	12,080	10,838	13,011	11,562	89%	5,905	12,182	12,182	0	-12,182
514400 HEALTH INSURANCE COUNTY SHARE	20,858	13,172	22,061	20,730	94%	12,370	23,163	23,163	0	-23,163
514500 LIFE INSURANCE COUNTY SHARE	34	32	36	33	91%	17	33	33	0	-33
514600 WORKERS COMPENSATION	2,714	1,619	2,685	1,867	70%	989	2,885	2,885	0	-2,885
520900 CONTRACTED SERVICES	2,500	14,506	2,500	2,500	100%	0	27,500	15,000	0	-27,500
522500 TELEPHONE	800	680	850	736	87%	617	1,800	1,400	0	-1,800
522800 TRASH/SNOW REMOVAL	2,600	1,628	2,600	1,944	75%	799	2,600	2,000	0	-2,600
522900 UTILITIES	6,500	6,700	6,500	7,185	111%	4,131	8,500	8,200	0	-8,500
524400 PARK MAINTENANCE/IMPROVEMENTS	19,296	17,595	26,500	34,065	129%	9,081	42,252	42,000	0	-42,252
525200 EQUIPMENT REPAIR	2,000	1,269	2,000	2,331	117%	136	2,500	2,250	0	-2,500
530500 LICENSES AND PERMITS	310	520	520	520	100%	520	520	520	0	-520
531100 POSTAGE AND BOX RENT	675	264	675	600	89%	9	500	500	0	-500

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: PARKS	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10062520 COUNTY PARKS										
531200 OFFICE SUPPLIES AND EXPENSE	500	500	500	219	44%	194	500	500	0	-500
531800 MIS DEPARTMENT CHARGEBACKS	7,929	2,691	32,893	30,586	93%	2,295	2,182	15,000	0	-2,182
532200 SUBSCRIPTIONS	43	43	43	44	102%	44	52	44	0	-52
532400 MEMBERSHIP DUES	150	150	150	160	107%	160	160	160	0	-160
532500 SEMINARS AND REGISTRATIONS	500	300	500	390	78%	0	500	400	0	-500
533200 MILEAGE	0	115	0	0	0%	0	250	50	0	-250
533500 MEALS AND LODGING	500	0	500	240	48%	0	0	200	0	0
534800 MARKETING	0	0	0	0	0%	250	500	400	0	-500
535100 FUEL / OIL	14,500	7,111	14,500	12,018	83%	5,705	13,000	12,250	0	-13,000
535200 VEHICLE MAINTENANCE AND REPAIR	2,500	2,702	2,500	2,701	108%	858	4,000	3,000	0	-4,000
551000 INSURANCE	4,400	4,417	4,400	4,247	97%	7,717	4,400	7,717	0	-4,400
581900 CAPITAL OUTLAY	913,895	58,028	1,143,900	925,392	81%	63,707	142,688	100,000	0	-142,688
TOTAL COUNTY PARKS	1,251,012	357,320	1,533,361	1,282,116	84%	224,773	549,307	506,494	0	-549,307
10062523 CO CONSERVATION AID										
539100 OTHER SUPPLIES & EXPENSES	0	3,684	4,490	0	0%	0	0	0	0	0
581900 CAPITAL OUTLAY	0	0	0	0	0%	8,630	15,000	15,000	0	-15,000
TOTAL CO CONSERVATION AID	0	3,684	4,490	0	0%	8,630	15,000	15,000	0	-15,000
10062526 WEED HARVESTER										
523800 WEED HARVESTER EXPENSE	250	0	250	0	0%	0	250	0	0	-250
TOTAL WEED HARVESTER	250	0	250	0	0%	0	250	0	0	-250
10062529 TRAILS										
524400 TRAIL MAINTENANCE/IMPROVEMENTS	0	0	0	0	0%	0	10,000	5,000	0	-10,000
539100 TRAILS OTHER SUPPLIES & EXPS	889,652	1,207,302	0	1,025,489	0%	35,158	350,000	125,000	0	-350,000
TOTAL TRAILS	889,652	1,207,302	0	1,025,489	0%	35,158	360,000	130,000	0	-360,000
10062540 SNOWMOBILE TRAILS										
511100 SALARIES SNOMO 18/19	0	0	0	673	0%	1,517	0	2,000	0	0
514100 17/18 FICA & MEDICARE TAX	0	0	0	50	0%	113	0	125	0	0
514200 17/18 RETIREMENT-CO	0	0	0	45	0%	99	0	150	0	0
514400 HEALTH SNOMO 18/19	0	0	0	97	0%	177	0	200	0	0
514500 LIFE SNOMO 18/19	0	0	0	0	0%	0	0	0	0	0
514600 17/18 WORKERS COMP	0	0	0	0	0%	1	0	0	0	0
523700 SNOWMOBILE TRAIL MAINTENANCE	47,678	55,336	47,678	49,260	103%	60,185	60,391	60,394	0	-60,391
551900 18/19 INSURANCE-GENERAL LIAB	0	0	0	0	0%	150	0	0	0	0
581900 CAPITAL OUTLAY	0	0	0	0	0%	5,300	106,500	106,500	0	-106,500

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: PARKS	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
TOTAL SNOWMOBILE TRAILS	47,678	55,336	47,678	50,125	105%	67,543	166,891	169,369	0	-166,891
10062694 COUNTY DAM MAINTENANCE										
520100 CONSULTANT AND CONTRACTUAL	0	0	2,100	2,000	95%	0	0	0	0	0
525010 MAJOR REPAIRS-DAMS	0	0	0	0	0%	9,475	93,905	10,000	0	-93,905
535000 REPAIRS AND MAINTENANCE	10,000	44,580	106,484	13,652	13%	3,320	10,000	4,000	0	-10,000
581900 CAPITAL OUTLAY	20,000	0	20,000	0	0%	0	0	0	0	0
TOTAL COUNTY DAM MAINTENANCE	30,000	44,580	128,584	15,652	12%	12,795	103,905	14,000	0	-103,905
TOTAL DEPARTMENT REVENUE	-2,221,528	-1,767,411	-1,714,363	-1,599,746	93%	-323,115	-1,195,353	-666,438	0	-1,195,353
TOTAL DEPARTMENT EXPENSE	2,221,528	1,668,222	1,714,363	2,373,382	138%	348,899	1,195,353	834,863	0	-1,195,353
-ADDITION TO / USE OF FUND BALANCE	0	-99,189	0	773,636		25,784	0	168,425	0	

Sauk County Development Corporation

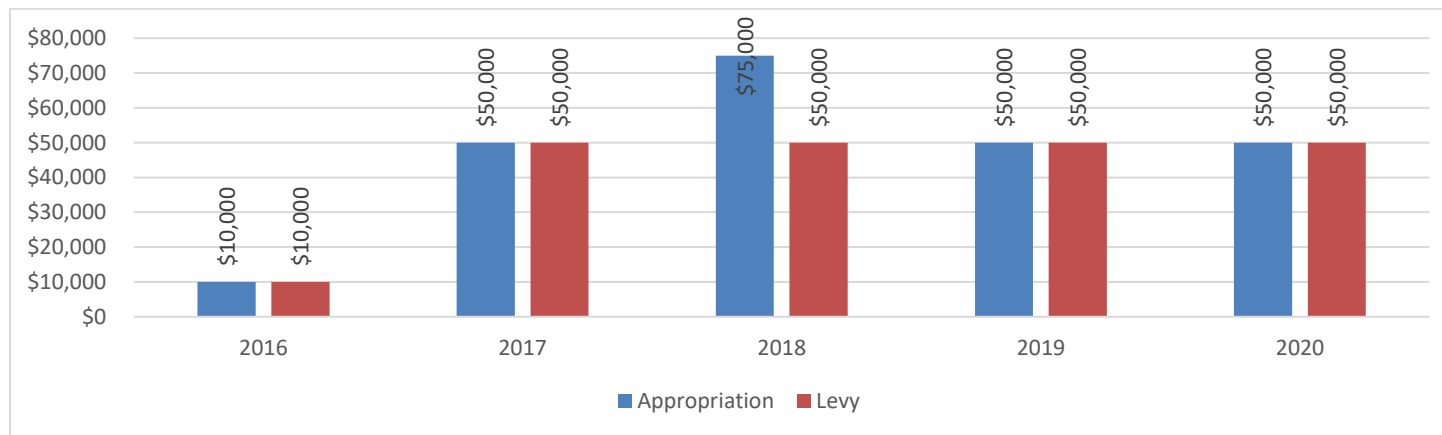
Organization Purpose: The mission of the Sauk County Development Corporation (SCDC) is to promote and retain the diverse economic vitality of Sauk County and its individual communities. The vision for the Sauk County Development Corporation is a collaborative, regional approach to economic development ensures that Sauk County continues to be a premier place to live, work, and conduct business. Sauk County has a respected, reliable workforce with valuable, diverse skills as well as a supportive, catalytic environment for entrepreneurs and business expansions.

Programs Provided to Sauk County Residents: Business Retention and Expansion (BRE) program. Workforce Development (attraction, training, language, etc.). Housing (working with communities to implement the 2018 housing study). Business Assistance (connecting startup, expanding, or transitioning companies with resources such as lenders, Small Business Development Center, U.W. Extension at the state level, and the WI Economic Development Corporation).

Major Goals for Organization for 2020 and Beyond:

- BRE- Make 75 visits to learn about the business climate in Sauk County and identify “Red Flag” issues that could cause a company to downsize or leave the county. We anticipate follow up required for approximately 25 companies and the objective is to solve as many of these issues as possible.
- Plan to do business retention surveys in Reedsburg and Prairie du Sac, which is part of our BRE program but much more detailed and a formal report is presented to the community. Plan to do two communities per year going forward.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999677-526100 Appropriation		\$50,000	\$50,000	\$75,000	\$71,250	95%	\$50,000	\$50,000	\$50,000	\$0
10024684-526100-99936 Appropriation		\$0	\$0	\$0	\$0	0%	\$0	\$0	\$0	\$50,000



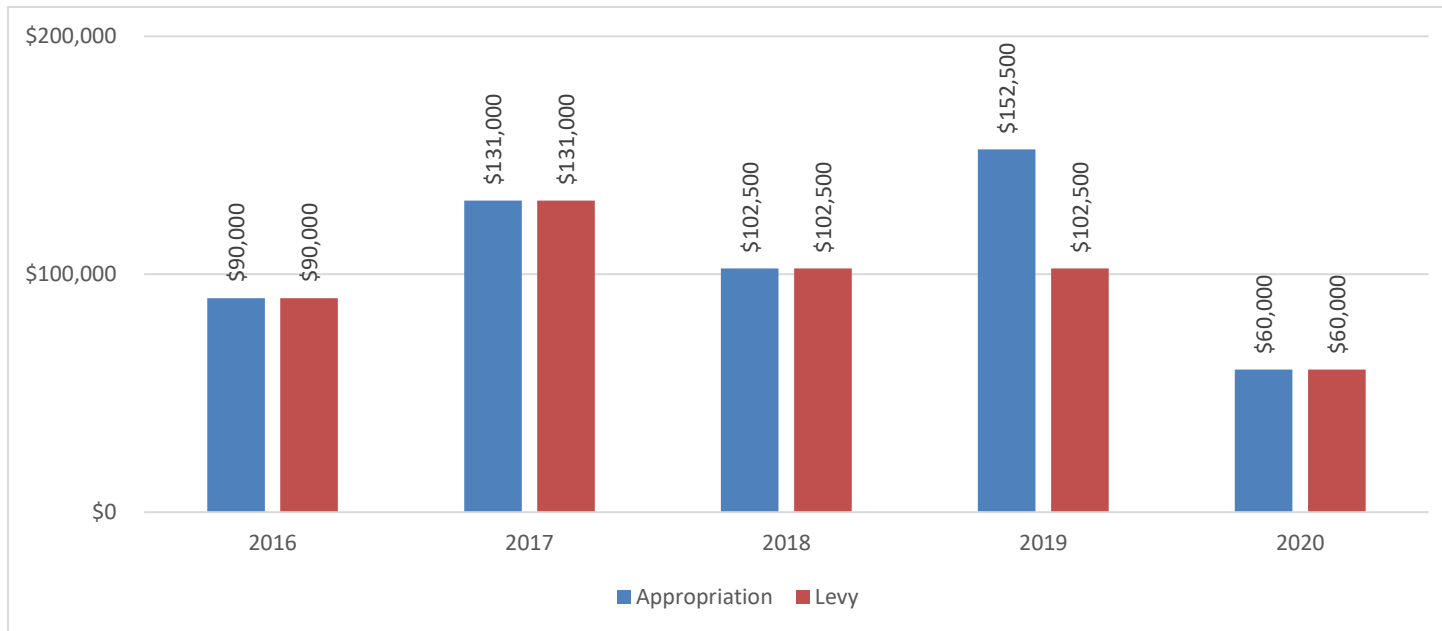
University of Wisconsin-Platteville Baraboo Sauk County

Organization Purpose: To provide University of Wisconsin education and resources to the citizens of Sauk County. The land and buildings at the Campus are owned equally by Sauk County and the City of Baraboo. The County and City are responsible for the maintenance of these 63 acres and five buildings with approximately 185,000 gross square feet, while the University System is responsible for other expenses.

Programs Provided to Sauk County Residents: UW Baraboo / Sauk County provides higher education services to approximately 450 FTE (full-time enrollment) and more than 600 head count. A continued expansion of enrollment, faculty and degree offerings in support of residents of Sauk County and surrounding communities necessitates ongoing maintenance, renovation and expansion of facilities.

Major Goals for Organization for 2020 and Beyond: UW-Platteville Baraboo Sauk County serves an important role in our greater Sauk community. From opportunities for arts and entertainment to enriching community classes and great spaces to host events, we are dedicated to serving the local community and surrounding region.

Fund Department	General Fund General Non-Departmental	2017 Adopted Budget	2017 Actual	2018 Adopted Budget	2018 Actual	2018 % Used	2019 6 Months Actual	2019 Adopted Budget	2019 Estimated	2020
10999562-526100	Appropriation	\$131,000	\$131,000	\$102,500	\$102,500	100%	\$102,500	\$102,500	\$102,500	\$60,000
10999562-581900	Capital Outlay	0	0	0	0	0%	0	50,000	0	0
	Total	\$131,000	\$131,000	\$102,500	\$102,500	100%	\$102,500	\$152,500	\$102,500	\$60,000



UW-Madison Extension

Department Vision - Where the department would ideally like 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

Strategic Issues Addressed - Fundamental policy choices or critical challenges as defined by the Sauk County Board

General Government - Placemaking and economic development
 General Government - Broadband
 General Government - Criminal Justice Coordinating Council and stepping up initiative
 General Government - Energy savings and lower carbon footprint
 General Government - Cooperation
 Conservation, Development, Recreation, Culture, and Education - Groundwater study
 Conservation, Development, Recreation, Culture, and Education - Comprehensive Plan Update
 Conservation, Development, Recreation, Culture, and Education - Great Sauk State Trail completion
 Conservation, Development, Recreation, Culture, and Education - Protect air, water, and land
 Conservation, Development, Recreation, Culture, and Education - Solar Sauk County / more solar initiatives
 Outside Issues - Affordable/low income housing
 Outside Issues - Workforce development
 Outside Issues - Transportation
 Outside Issues - Communication - into and with the community
 Outside Issues - Homelessness

Goals - Desired results for department	Measures - How to tell if goals are being met	Objectives - Specific projects	Completion Date
Support Sauk County's strong and competitive agriculture sector while conserving and protecting natural resources.	Evaluations are conducted to measure progress.	Countywide agricultural needs assessment will be conducted.	6/30/2020
		Ag educator will work with producers to help them utilize resources and research based knowledge to make informed decisions on their farms and/or businesses. Topics may include animals, business management, crops, financial and farm transition.	12/31/2020
		Offer educational programming and training in agriculture related topics according to needs assessment results.	12/31/2020
		Respond to emerging issues affecting agriculture industry including droughts, floods, pest management and animal/plant diseases.	12/31/2020
		At least 50 participants will complete Pesticide Applicator Training that will certify them to handle and use pesticides per DATCP requirements.	5/1/2020
		Ag Educator with Human Development & Relationships Educator to provide agriculture professionals farm stress mental health programming.	12/31/2020

UW-Madison Extension

Support and enhance the art and science of ornamental plant, turf, vegetable, fruit and nut production for both utility and beauty.	Master Gardener volunteer hours are tracked and recorded.	At least 20 new Master Gardeners will become certified through an extensive training program. Master Gardeners are volunteers that educate the public about gardening and natural resources. Annually the Sauk County Master Gardener donate over 1000 hours of community service to Sauk County.	11/30/2020
	Evaluations are conducted to measure progress toward the learning objectives.	Develop and implement educational programs/resources related to horticulture including plant selection/cultivation, plant/insect identification and disease diagnostics.	12/31/2020
	Measure how many residents have grown their own food.	Develop and coordinate community gardens in Prairie du Sac and Reedsburg.	12/31/2020
Strengthen organizations, collaborations and teams by building their capacity to address priority issues and effectively create change.	Evaluations are conducted to measure progress toward the organizations' goals	Develop and facilitate organizational development processes (i.e. strategic planning) for organizations and local units of government as requested.	12/31/2020
Build strong communities through economic development, land use planning, and local government education.	Increase workforce diversity in Sauk County	Partner with MadREP and the Urban League to develop and strengthen diversity and inclusivity initiatives to bolster economic development throughout Sauk County and the region. This includes conducting an annual workforce diversity survey and developing best practices/tools to increase workforce diversity.	5/1/2020
	A world-class recreational trail is developed and utilized.	Support the Great Sauk State Trail development and expansion efforts. This could include outlining planning processes, developing processes to incorporate public input on trail decisions, and support for the Friend's group.	12/31/2020
	Evaluations are conducted to measure how well the goals were met.	Partner with local governments and economic development entities as needed to address community issues. Past initiatives have included retail market analyses, downtown revitalization, community marketing efforts, etc.	12/31/2020
	Sauk County's natural and cultural assets are valued and protected.	Promote Sauk County's natural and culture resources. Distribute Sauk County maps featuring natural and heritage tourism resources and Baraboo River recreational water trail maps.	12/31/2020
	Evaluations are conducted to measure progress.	Conduct economic impact assessments of key sectors (i.e. Sauk County rail line, natural resource nonprofits) as needed. The purpose of the analyses is to provide objective information for decision makers.	12/31/2020
	Evaluations are conducted to measure progress.	Continue study on barriers to women running for and serving in local elected office. Extension formed a team focused on this work and currently the team is researching criticism experienced by women in office.	2/1/2020
Protect and preserve Sauk County's natural resources.	Groundwater trend data is collected and results are shared with county officials and residents.	Sauk County will participate in a groundwater quality trend study. Over 200 private wells will be tested annually for at least five years (2019-2024). Extension will help coordinate the project and lead education and outreach efforts.	12/31/2020
	Well owners test their water more frequently and have knowledge of the options to address water quality issues.	Partner to conduct an annual well water testing program. Participants will test their private well water and attend an educational program designed to help them interpret their results and options to address potential issues.	6/30/2020
	Residents can make informed decisions regarding issues impacting their soil and well water.	Provide private well water and soil (garden and lawn) test kits to Sauk County residents and offer resources to explain results.	12/31/2020

UW-Madison Extension

Build human capital through the education, development and support of leaders to serve their communities and the workforce of Sauk County.	4-H Volunteers have the knowledge, skills, and abilities to create environments for positive youth development. Demonstrated through growth of 4-H clubs, project meetings, etc.	Advise the Sauk County 4-H Sr. Leader Association, advise countywide 4-H committees, conduct new adult volunteer orientations at least four times per year, conduct 4-H club leadership trainings, conduct project leader trainings, facilitate 4-H club leader and countywide project leader meetings, and provide ongoing support, guidance, development as needed for all 4-H volunteer leaders.	12/31/2020
	Older youth will have the knowledge, skills and abilities to have equal voice in the leadership of the Sauk County 4-H Youth Development Program. Demonstrated through the growth of youth serving in leadership roles.	Older youth will participate in a variety of leadership development programs including Jr. Leader Council, camp counselor training, club officer training, committee work, and community-wide youth leadership conferences.	12/31/2020
	Short and long term evaluations of the SCIL program are conducted.	At least 20 emerging leaders will participate in the Sauk County Institute of Leadership (SCIL). The purpose of the program is to develop community leaders that are dedicated to a vibrant Sauk County. UWEX will develop and teach major portions of the interactive curriculum.	6/1/2020
Create an environment where families and youth have the information, skills and assets they need to improve their quality of life and contribute to their communities.	Parents will be offered resources and parenting classes to fulfill court ordered mandates.	Caregivers of children and youth will participate in age and development specific parenting classes that support healthy social emotional caregiving strategies in a multitude of venues; home, school and communities.	12/31/2020
	Educational programming will be created to respond to current family issues.	Two human lifespan conferences will be delivered within the county to build partnerships with community residents, local businesses and services to solve local challenges and improve local resources.	12/31/2020
	Evaluations of FoodWise educational events will be conducted.	Provide education and policy, systems and/or environmental support that will encourage Sauk County residents to consume less sugar sweetened beverages and increase consumption of fruit and vegetables.	10/1/2020
	Evaluations of FoodWise educational events will be conducted.	Sauk County residents will receive nutrition education at various locations such as elementary schools, food pantries, Head Start, and summer youth programs through the FoodWise program.	10/1/2020
	Clubs and county-wide project groups complete annual Charter documentation.	At least 500 youth will participate in 4-H clubs and associated activities throughout Sauk County.	9/30/2020

Program Evaluation

Program Title	Program Description	Mandates and References	2020 BUDGET		FTE's	Key Outcome Indicator(s)
Agriculture	Help farmers compete in an increasingly challenging, volatile marketplace. Backed by University research, Agriculture and Natural Resources Educators work to provide continuous educational resources and programs to assist with decision making. Extension educators work with individual farmers and farmer networks, home and community gardeners, commercial horticulture and nursery businesses, and consumers of agricultural products in urban as well as rural areas.	Wis Admin ATCP 29 (Pesticide Applicator Training)	User Fees / Misc.	2,200	0.30	Number of participants completing certification
			Grants	682		
			Use of Carry forward	5,500		
			TOTAL REVENUES	8,382		
			Wages & Benefits	19,412		
			Operating Expenses	38,809		
			TOTAL EXPENSES	58,221		
COUNTY LEVY	49,839					
Positive Youth Development	Give young people opportunities to learn life skills such as decision making, responsibility, leadership, public speaking while contributing 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 youth and adults. Most 4-H Youth Development programs are delivered directly through local adult volunteers in 4-H clubs and by collaborating with other local organizations.		User Fees / Misc.	600	1.00	Number of volunteers and leaders trained
			Grants	683		
			TOTAL REVENUES	1,283		
			Wages & Benefits	52,485		
			Operating Expenses	57,857		
			TOTAL EXPENSES	110,342		
COUNTY LEVY	109,059					

UW-Madison Extension

Human Development & Relationship	Help families thrive in a rapidly changing world. Backed by University research, 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. Provide research based education and partner with community organizations/agencies to build strong families. FoodWise provides nutritional education encompassing the topics of stretching food dollars, making healthy choices, and practicing proper food safety to FoodShare eligible audiences. Advance healthy eating habits, active lifestyles and healthy community environments for low-income families through nutrition education at the individual, community and systems levels. Federally funded program.		User Fees / Misc.	600	0.30	Dollar value of education programs offered
			Grants	683		
			TOTAL REVENUES	1,283		
			Wages & Benefits	19,397		
			Operating Expenses	69,154		
			TOTAL EXPENSES	88,551		
			COUNTY LEVY	87,268		
Community Development	Assist Wisconsin communities dealing with challenges including resource constraints, downtown revitalization, community growth and planning issues, environmental protection, and quality of life issues. Community Development 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.		User Fees / Misc.	8,600	0.30	Percent of Leadership graduates with substantial roles in community.
			Grants	683		
			TOTAL REVENUES	9,283		
			Wages & Benefits	19,397		
			Operating Expenses	85,398		
			TOTAL EXPENSES	104,795		
			COUNTY LEVY	95,512		
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 lawns and gardens; consultation on home, lawn, and garden pests; Integrated Pest Management (IPM); community involvement; hands-on workshops; administering the Master Gardener Training program biannually. Much time is spent identifying needs and problem solving with the general public. Specialists are frequently consulted to address citizen concerns.		User Fees / Misc.	600	0.56	Volunteer hours Pounds of food distributed
			Grants	682		
			TOTAL REVENUES	1,282		
			Wages & Benefits	27,558		
			Operating Expenses	7,190		
			TOTAL EXPENSES	34,748		
			COUNTY LEVY	33,466		
Arts and Culture	Arts, Humanities, and Historic Preservation (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 BUDGET FOR BUDGET FIGURES.		User Fees / Misc.	-	0.25	Administration of grants
			Grants	-		
			TOTAL REVENUES	-		
			Wages & Benefits	16,159		
			Operating Expenses	-		
			TOTAL EXPENSES	16,159		
			COUNTY LEVY	16,159		
Agriculture Society	Oversee annual appropriation request and process the request for payment.	Wis Stat § 59.56(14)	User Fees / Misc.	-	-	County fair
			Grants	-		
			TOTAL REVENUES	-		
			Wages & Benefits	-		
			Operating Expenses	25,000		
			TOTAL EXPENSES	25,000		
			COUNTY LEVY	25,000		
Totals			TOTAL REVENUES	21,513	2.71	
			TOTAL EXPENSES	437,816		
			COUNTY LEVY	416,303		

UW-Madison Extension

Output Measures - How much are we doing?			
Description	2018 Actual	2019 Estimate	2020 Budget
Number of people who attended agricultural educational programming and trainings.	Program not offered	250	300
Number of direct client contacts made by the Sauk County Agriculture Educator.	Program not offered	400	450
Number of client contacts made by the Sauk County Extension Community Development Educator.	3,200	3,200	3,200
Number of local stakeholders that actively participate in the Sauk County Institute of Leadership each year.	95	150	150
Number of nonprofit organizations and local government participants involved in planning programs with the Community Development Educator. (best estimate)	207	300	300
Number of households that participated in the Sauk County well water testing program.	105	100	110
Number of community gardeners at the Prairie du Sac and Reedsburg community gardens.	30	50	50
Number of client contacts made by the Sauk County Extension Horticulture program. (best estimate)	550	750	750
Total volunteer service hours for Sauk County Master Gardeners	2,523	2,600	2,600
Number of direct client contacts made by the Sauk County FoodWise program.	965 unduplicated; 4067 duplicated contacts	965 unduplicated contacts; 4067 duplicated contacts	965 unduplicated contacts; 4067 duplicated contacts
Number of indirect client contacts made by the Sauk County FoodWise Program (reached indirectly via newsletter).	9230 duplicated; 2634 unduplicated	9230 duplicated; 2634 unduplicated	9230 duplicated; 2634 unduplicated
Number of client contacts made by the Sauk County 4-H program (best estimate).	5,500	5,000	5,000
Number of adults who served as certified Sauk County 4-H Volunteers.	133	140	150
Number of youth enrolled as members of Sauk County 4-H Clubs.	452	500	500
Number of caregivers at co-parenting class "Parents Forever"	Program not offered	New program in 2020	100
Number of caregivers that attend "Raising a Thinking Child"	Program not offered	New program in 2020	50
Number of caregivers at co-parenting class "Parents Forever"	Program not offered	New program in 2020	200

UW-Madison Extension

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

Description	What do the results mean?	2018 Actual	2019 Estimate	2020 Budget
Percent of participants that gained knowledge through agricultural educational programming and resources. Topics based on countywide needs assessment results.	Participants were able to utilize and gain knowledge to effectively make informed decisions.	Program not offered	95%	95%
Total dollar value of the strategic planning services provided through the Community Development Educator (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 Extension can offer educational services that help these organizations be more effective.	\$20,000	\$20,000	\$30,000
Percent of Sauk County Institute of Leadership (SCIL) graduates that will take on substantial new leadership roles in their communities or places of work (based on 10 year program evaluation).	Community members are taking on new leadership roles in Sauk County, in part, as a result of the SCIL program.	95%	95%	95%
Percent of nonprofit organizations and local government entities that claim to make more decisions that are informed and take more effective actions based on UW-Extension educational programming (based on evaluations).	Evaluations have indicated that the organizations that have worked with the Community Development educator have been more strategic in their decision-making and have greater impacts as a result of working with Extension.	90%	95%	95%
Percent Sauk County well water testing program participants that are making more informed decisions and taking action where appropriate to improve their drinking water as a result of Extension educational programming.	According to program evaluations the vast majority of Sauk County well water testing program participants have learned more about their private well systems and have taken steps to improve their water quality as a result of the educational program.	96%	96%	95%
Number of children growing up in families with certified co-parents from the "Parents Forever" program.	Parents who attend the co-parenting class learn skills and resources to better manage co-parenting relationships and greater resiliency in their children.	Program not offered	New program in 2020	200
Number of caregivers who benefited from "Raising a Thinking Child" program.	Number of caregivers who benefited from "Raising a Thinking Child" program.	Program not offered	New program in 2020	100
Number of community members that participate in each of the Lifespan Series conferences.	Community members participate in engagement sessions to provide feedback about quality of life events within the county and to receive information about events and resources within the community to improve their overall quality of life as a county resident.	Program not offered	New program in 2020	200
Total dollar value of adult 4-H volunteers (based on 75 hours per year at a rate of \$24.14 per hour or \$1,810.50 per volunteer).	Volunteer leaders support the Sauk County 4-H program and provide guidance and leadership to youth members.	\$240,797	\$240,797	\$240,000

University of Wisconsin - Extension

Oversight Committee: UW-Extension, Arts & Culture

Area Extension Director*

**Positive Youth Development
Educator**

Agriculture Educator

**Human Development &
Relationships Educator**

Communities Educator

Summer Intern
0.30 FTE

Horticulture Educator
0.41 FTE

Food Wise Coordinator*

Natural Resources Educator*

Food Wise Educator*

Administrative Specialist
1.00 FTE

Program Specialist
1.00 FTE

The UW-Extension educators are employees of the State of Wisconsin. Sauk County is a partner funding a portion of the educator positions.

*The County provides no funding for these positions.

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
FTE Change	0.07	0.00	0.00	0.00	0.00
FTE Balance	2.71	2.71	2.71	2.71	2.71

UW-EXTENSION

Revenues

	2016 Actual	2017 Actual	2018 Actual	2019 Amended Budget	Estimated Year End Actual as of 9/19/19	2020 Budget	\$ Change from 2019 Amended to 2020 Budget	% Change from 2019 Amended to 2020 Budget	Outlay	Total Expense Amount	Property Tax Levy Impact
Tax Levy	361,123	357,005	385,072	390,790	390,790	416,303	25,513	6.53%	None	0	0
Grants & Aids	5,012	3,413	3,413	3,413	3,413	3,413	0	0.00%			
User Fees	21,646	12,584	19,940	12,400	14,800	12,600	200	1.61%	2020 Total	0	0
Use of Fund Balance	0	0	0	8,358	0	5,500	(2,858)	-34.19%			
Total Revenues	387,781	373,002	408,425	414,961	409,003	437,816	22,855	5.51%	2021	0	0

Expenses

Labor	104,701	105,649	109,810	113,026	113,826	120,568	7,542	6.67%	2022	0	0
Labor Benefits	16,728	33,256	22,934	31,411	31,411	33,841	2,430	7.74%	2023	0	0
Supplies & Services	227,786	146,253	166,922	270,524	261,341	283,407	12,883	4.76%	2024	0	0
Addition to Fund Balance	38,566	87,844	108,758	0	2,425	0	0	0.00%			
Total Expenses	387,781	373,002	408,425	414,961	409,003	437,816	22,855	5.51%			

Beginning of Year Fund Balance

Included in General Fund Total

End of Year Fund Balance

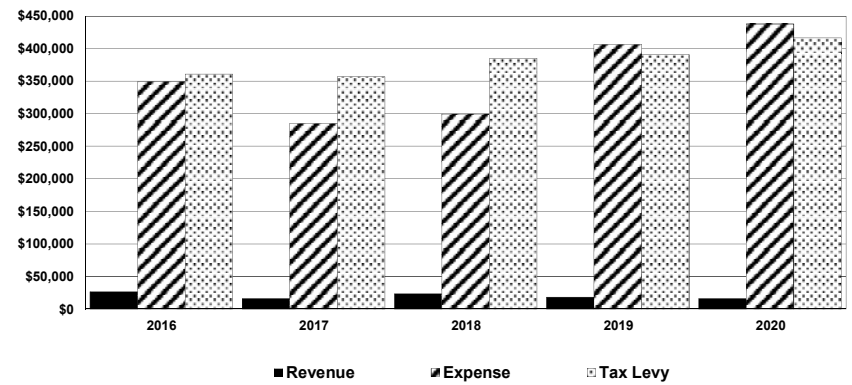
2020 Highlights & Issues on the Horizon

Sauk County Extension Educator contracts represent a portion of the salary and benefits for the 3 full-time and 2 part-time educators and a \$10,000 discount. 2020 includes 1) an increase for the Human Development & Relationships Educator by 0.50 full-time equivalent, fully funded by Sauk County, at \$36,550 ; and 2) an increase for the Community Development Educator by 0.20 full-time equivalent, fully funded by Sauk County at \$13,031.

2021 Agriculture Educator Contract increase from a 0.5 to a 1.0 full-time equivalent for Sauk County.

Includes Budgeted Ownership and Outside Agency Requests:
Agricultural Society (Fair Board) \$25,000

Revenue, Expense and Tax Levy



Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: U W EXTENSION	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10070 U W EXTENSION REVENUE										
411100 GENERAL PROPERTY TAXES	-357,005	-357,005	-385,072	-385,072	100%	-195,395	-390,790	-390,790	-416,303	25,513
424381 UWEX POSTAGE GRANT	-3,413	-3,413	-3,413	-3,413	100%	-1,707	-3,413	-3,413	-3,413	0
467000 UWX OFFICE SERVICES	-2,000	-2,990	-3,000	-5,242	175%	-1,658	-3,000	-3,000	-3,000	0
467150 PESTICIDE TRAINING REVENUE	-1,400	-1,020	-1,400	-2,212	158%	-1,900	-1,400	-1,800	-1,600	200
467170 DRINKING WATER TEST ADMIN FEES	-8,000	-8,450	-8,000	-12,485	156%	-650	-8,000	-10,000	-8,000	0
483300 SALE OF MATERIAL AND SUPPLIES	-1,000	-124	0	0	0%	0	0	0	0	0
493200 CONTINUING APPROP PRIOR YEAR	0	0	0	0	0%	0	0	0	-5,500	5,500
TOTAL U W EXTENSION REVENUE	-372,818	-373,002	-400,885	-408,425	102%	-201,309	-406,603	-409,003	-437,816	31,213
10070541 SAUK COUNTY FAIR BOARD										
526100 AGRICULTURAL SOCIETY (FAIR)	25,000	25,000	25,000	25,000	100%	25,000	25,000	25,000	25,000	0
TOTAL SAUK COUNTY FAIR BOARD	25,000	25,000	25,000	25,000	100%	25,000	25,000	25,000	25,000	0
10070560 UW EXT OFFICE										
511100 SALARIES PERMANENT REGULAR	83,168	83,055	86,693	81,170	94%	45,134	89,910	89,910	97,046	7,136
511900 LONGEVITY-FULL TIME	200	200	220	220	100%	0	300	300	340	40
512100 WAGES-PART TIME	0	6,577	0	0	0%	589	0	800	0	0
512700 WAGES-PARTTIME-NO BENEFITS	22,116	15,816	22,574	28,421	126%	10,795	22,816	22,816	23,182	366
514100 FICA & MEDICARE TAX	8,070	7,825	8,376	8,147	97%	4,118	8,646	8,646	9,223	577
514200 RETIREMENT-COUNTY SHARE	5,669	5,657	5,823	5,448	94%	2,996	5,909	5,909	6,574	665
514400 HEALTH INSURANCE COUNTY SHARE	5,826	19,633	22,061	9,185	42%	10,288	16,693	16,693	17,862	1,169
514500 LIFE INSURANCE COUNTY SHARE	17	25	29	30	104%	15	30	30	32	2
514600 WORKERS COMPENSATION	148	115	137	124	91%	58	133	133	150	17
520600 CONTRACTS	147,797	40,430	153,965	79,510	52%	67,193	156,443	156,443	166,509	10,066
522100 WATER TESTING	8,000	7,881	8,000	12,601	158%	0	8,000	8,000	8,000	0
522500 TELEPHONE	3,000	1,436	3,000	1,681	56%	1,207	3,000	2,500	3,000	0
526100 APPROPRIATION-SCIL	0	0	0	0	0%	8,000	8,000	8,000	8,000	0
531100 POSTAGE AND BOX RENT	6,000	3,500	6,000	2,960	49%	1,725	6,000	4,500	6,000	0
531200 OFFICE SUPPLIES AND EXPENSE	10,500	13,389	10,500	6,682	64%	4,367	10,500	8,500	10,500	0
531400 SMALL EQUIPMENT	1,200	573	1,200	578	48%	563	1,200	1,000	1,200	0
531500 FORMS AND PRINTING	2,000	6,965	2,000	1,891	95%	2,720	2,000	8,500	10,000	8,000
531800 MIS DEPARTMENT CHARGEBACKS	10,982	15,317	12,088	12,331	102%	4,282	12,164	12,164	11,239	-925
532200 SUBSCRIPTIONS	600	633	500	409	82%	0	500	500	500	0
532400 MEMBERSHIP DUES	1,000	380	1,000	350	35%	365	1,000	800	1,000	0
532500 SEMINARS AND REGISTRATIONS	200	0	0	0	0%	0	0	0	0	0
532800 TRAINING AND INSERVICE	3,000	3,667	3,000	4,542	151%	1,610	3,000	3,000	5,000	2,000
533000 PESTICIDE EXPENSES	800	1,941	800	1,041	130%	986	1,400	5,500	5,500	4,100
533200 MILEAGE	15,000	7,474	15,000	4,899	33%	3,157	15,000	10,000	13,000	-2,000
533500 MEALS AND LODGING	400	928	600	451	75%	123	600	600	600	0

Fund: GENERAL FUND	2017	2017	2018	2018	2018	2019	2019	2019	2020	\$ Change
Department: U W EXTENSION	Adopted	Actual	Adopted	Actual	%	6 Months	Adopted	Estimated		2019
	Budget		Budget		Used	Actual	Budget			Adopted To
										2020
10070560 UW EXT OFFICE										
534800 EDUCATIONAL SUPPLIES	9,500	13,920	9,500	9,139	96%	1,124	5,500	3,500	5,500	0
534900 PROJECT SUPPLIES	2,500	2,500	2,500	2,500	100%	2,500	2,500	2,500	2,500	0
551000 INSURANCE	125	319	319	359	113%	334	359	334	359	0
TOTAL UW EXT OFFICE	347,818	260,158	375,885	274,667	73%	174,248	381,603	381,578	412,816	31,213
TOTAL DEPARTMENT REVENUE	-372,818	-373,002	-400,885	-408,425	102%	-201,309	-406,603	-409,003	-437,816	31,213
TOTAL DEPARTMENT EXPENSE	372,818	285,158	400,885	299,667	75%	199,248	406,603	406,578	437,816	31,213
-ADDITION TO / USE OF FUND BALANCE	0	-87,844	0	-108,758		-2,061	0	-2,425	0	

TABLES & CHARTS

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402	Fund Cross Reference Schedule	410	Sauk County 2020 Adopted Budget (Expense Order)
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Fund Accounting

Sauk County organizes its finances on the basis of funds. Each fund is considered a separate accounting entity. Operations of individual funds are accounted for with a separate set of accounts that consists of its assets, liabilities, equity, revenue, and expenditure or expense, as appropriate. County resources are accounted for in each fund based on the purpose for which they are spent and by which spending activities are controlled. All funds included in this document are appropriated. The basis of budgeting is the same as the basis of accounting used in Sauk County's audited financial statements.

Measurement focus - Time frame of measurement of financial success:

- Current financial resources - This measurement focus is short-term in nature, and generally takes into account a single year's activity. The focus is on spending and spendable resources.
- Economic resources - This measurement focus is long-term in nature, and generally takes into account the entire life cycle of the fund.
- No measurement focus - Financial success is not measured.

Basis of accounting - Rules under which transactions must be recorded:

- Modified accrual - Revenues recorded when both measurable and available (collectible within the current year or soon enough thereafter to be used to pay liabilities of the current year, or 60 days). Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on long-term debt, claims, judgments, and compensated absences, which are recorded as a fund liability when expected to be paid with expendable available financial resources.
- Accrual - Revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.
- Cash - Revenues and expenses are recorded only when cash is received or paid.

Governmental			Proprietary	
General	Special Revenue	Debt Service	Enterprise	Internal Service
General	Aging & Disability Resource Center	Debt Service	Health Care Center	Insurance
	CDBG-ED		Highway	Workers Compensation
	CDBG-Housing Rehab			
	Dog License			
	Drug Seizures			
	Human Services			
	Jail Assessment			
	Land Records Modernization			
	Landfill Remediation			

Fund Types

GOVERNMENTAL FUNDS are governed by standards developed specifically for government activities. This is a category of funds through which most governmental functions are financed. Measurement focus: Current financial resources. Basis of accounting: Modified accrual.

GENERAL FUND: The General Fund is the primary operating fund of the County. It is used to account for all financial resources except those required to be accounted for in another fund. Major areas included are a) general County administration, b) the law enforcement, prosecutorial, adjudication and corrections function, c) public health, and d) planning, zoning and land conservation. This fund is considered a major fund for Governmental Accounting Standards Board Statement 34 (GASB 34) purposes.

SPECIAL REVENUE FUNDS: Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects or expendable trusts) that are restricted to expenditures for specified purposes. Sauk County Funds: Aging and Disability Resource Center, CDBG-ED, CDBG-Housing Rehabilitation, Dog License, Drug Seizures, Human Services (This fund is considered a major fund for GASB 34 purposes), Jail Assessment, Land Records Modernization, Landfill Remediation.

DEBT SERVICE FUNDS: Debt Service Funds are used to accumulate resources for the payment of general long-term debt principal, interest and related costs. Sauk County Fund: Debt Service (This fund is considered a major fund for GASB 34 purposes).

PROPRIETARY FUNDS are governed by accounting standards similar to those found in the private sector. This means that all assets and all liabilities (current or noncurrent) associated with an activity are included on its balance sheets. The reported fund equity (net total assets) is segregated into contributed capital and retained earnings. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets. Measurement focus: Economic resources. Basis of accounting: Accrual.

ENTERPRISE FUNDS: Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. Sauk County Funds: Health Care Center, Highway.

INTERNAL SERVICE FUNDS: Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments, agencies or governmental units on a cost-reimbursement basis. Sauk County Funds: Insurance, Workers Compensation.

Fund - Cross Reference Schedule

Department to Generally Accepted Accounting Principles (GAAP) Budget

<u>Department</u>	<u>Fund Classification</u>	<u>Basis of Budgeting & Accounting</u>	<u>Measurement Focus</u>	<u>Primary Means of Spending Control</u>	<u>Department</u>	<u>Fund Classification</u>	<u>Basis of Budgeting & Accounting</u>	<u>Measurement Focus</u>	<u>Primary Means of Spending Control</u>
<u>Debt Service</u>					<u>Public Works</u>				
Debt Service	Debt Service *	Modified Accrual	Spending	Bond Indentures	Highway	Enterprise	Accrual	Economic Resources	Annual Operating Budget
					Landfill Remediation	Special Revenue	Modified Accrual	Spending	Annual Operating Budget
<u>General Government</u>					<u>Health & Human Services</u>				
Accounting	General	Modified Accrual	Spending	Annual Operating Budget	Aging & Disability Resource Center	Special Revenue	Modified Accrual	Spending	Annual Operating Budget
Administrative Coordinator	General	Modified Accrual	Spending	Annual Operating Budget	Child Support	General	Modified Accrual	Spending	Annual Operating Budget
Building Services	General	Modified Accrual	Spending	Annual Operating Budget	Dog License Fund	Special Revenue	Modified Accrual	Spending	Annual Operating Budget
Corporation Counsel	General	Modified Accrual	Spending	Annual Operating Budget	Environmental Health	General	Modified Accrual	Spending	Annual Operating Budget
County Board	General	Modified Accrual	Spending	Annual Operating Budget	Health Care Center	Enterprise	Accrual	Economic Resources	Annual Operating Budget
County Clerk / Elections	General	Modified Accrual	Spending	Annual Operating Budget	Human Services	Special Revenue *	Modified Accrual	Spending	Annual Operating Budget
Criminal Justice Coordinating	General	Modified Accrual	Spending	Annual Operating Budget	Public Health	General	Modified Accrual	Spending	Annual Operating Budget
Insurance Fund	Internal Service	Accrual	Economic Resources	Annual Operating Budget	Veteran's Service	General	Modified Accrual	Spending	Annual Operating Budget
Land Records Modernization	Special Revenue	Modified Accrual	Spending	Annual Operating Budget	Women, Infants, and Children	General	Modified Accrual	Spending	Annual Operating Budget
Management Information Systems	General	Modified Accrual	Spending	Annual Operating Budget					
Personnel	General	Modified Accrual	Spending	Annual Operating Budget	<u>Conservation, Development, Recreation & Education</u>				
Register of Deeds	General	Modified Accrual	Spending	Annual Operating Budget	Arts, Humanities, Historic Preserv	General	Modified Accrual	Spending	Annual Operating Budget
Surveyor	General	Modified Accrual	Spending	Annual Operating Budget	Baraboo Range Fund	Special Revenue	Modified Accrual	Spending	Annual Operating Budget
Treasurer	General	Modified Accrual	Spending	Annual Operating Budget	CDBG-ED Revolving Loans	Special Revenue	Modified Accrual	Spending	Annual Operating Budget
Workers Compensation	Internal Service	Accrual	Economic Resources	Annual Operating Budget	CDBG-Housing Rehabilitation	Special Revenue	Modified Accrual	Spending	Annual Operating Budget
					Conservation, Planning & Zoning	General	Modified Accrual	Spending	Annual Operating Budget
<u>Justice & Public Safety</u>					Parks	General	Modified Accrual	Spending	Annual Operating Budget
Circuit Courts	General	Modified Accrual	Spending	Annual Operating Budget	UW Extension	General	Modified Accrual	Spending	Annual Operating Budget
Clerk of Courts	General	Modified Accrual	Spending	Annual Operating Budget					
Coroner	General	Modified Accrual	Spending	Annual Operating Budget					
Court Commissioner	General	Modified Accrual	Spending	Annual Operating Budget					
District Attorney / Victim Witness	General	Modified Accrual	Spending	Annual Operating Budget					
Drug Seizures	Special Revenue	Modified Accrual	Spending	Annual Operating Budget					
Emergency Management	General	Modified Accrual	Spending	Annual Operating Budget					
Jail Assessment	Special Revenue	Modified Accrual	Spending	Annual Operating Budget					
Register in Probate	General	Modified Accrual	Spending	Annual Operating Budget					
Sheriff	General	Modified Accrual	Spending	Annual Operating Budget					

* The General, Human Services and Debt Service Funds are considered major funds for Governmental Accounting Standards Board Statement 34 purposes.

Fund classification definitions can be found in the glossary. The basis of budgeting and accounting refers to the method by which revenues and expenses or expenditures are recognized. A measurement focus on current financial resources (or spending) means that current, available, spendable resources are primarily presented; while a measurement focus on economic resources means that net income and long-term financial position are primarily presented.

FUND BALANCES ANTICIPATED AT YEAREND

	Actual Year-End 2016	Actual* Year-End 2017	Actual Year-End 2018	Estimated Fund Balance 1/1/2020	2020 Budgeted Revenues	2020 Property Tax Levy	2020 Budgeted Expenditures	Addition to (Use of) Fund Balance	Estimated Fund Balance 12/31/2020
Nonspendable for Prepaid Items	79,079	46,690	81,420	81,420					81,420
Nonspendable for Long-Term Delinquent Taxes Receivable	1,237,091	1,252,457	1,402,144	1,402,144					1,402,144
Nonspendable for Long-Term Loan to Tri-County Airport Receivable	2,698	1,349	0	0					0
Nonspendable for Inventories	24,380	23,959	32,038	32,038					32,038
Nonspendable for Interfund Receivable	94,993	97,945	131,470	131,470					131,470
Assigned for Encumbrances	80,594	285,130	326,094	0					0
Assigned for Carryforward Funds	2,165,395	3,206,036	1,967,539	1,500,000					1,500,000
Assigned for Budgeted Use of Fund Balance	4,133,811	4,803,264	5,353,077	7,270,302				-6,560,302	710,000
Unassigned (Working Capital)	14,255,594	15,410,375	16,787,792	17,961,377				1,524,178	19,485,555
Unassigned	17,093,995	15,736,935	17,207,792	12,596,833	23,856,678	17,218,325	48,345,305	-2,234,178	10,362,656
Total General Fund	39,167,630	40,864,140	43,289,366	40,975,584	23,856,678	17,218,325	48,345,305	-7,270,302	33,705,282
Aging & Disability Resource Center	417,292	520,522	686,787	617,435	1,899,346	579,109	2,506,455	-28,000	589,435
Human Services	2,260,790	3,758,571	2,902,449	2,547,119	15,719,162	7,820,648	23,699,810	-160,000	2,387,119
Jail Assessment	0	5,790	16,562	0	100,000	0	100,000	0	0
Land Records Modernization	586,835	591,359	508,352	402,641	195,000	251,126	694,631	-248,505	154,136
Landfill Remediation	4,877,815	4,853,234	4,872,748	4,858,603	88,000	0	106,654	-18,654	4,839,949
Drug Seizures	79,258	88,674	61,811	50,811	100	0	11,100	-11,000	39,811
CDBG-ED Revolving Loans	469,704	264,478	42,466	0	578,793	0	578,793	0	0
CDBG-Revolving Loan Fund Housing Rehabilitation	19,047	20,559	2,886	2,886	20,000	0	20,000	0	2,886
Dog License	0	-264	-3,328	-6,717	20,500	0	16,694	3,806	-2,911
Total Special Revenue Funds	8,710,741	10,102,923	9,090,733	8,472,778	18,620,901	8,650,883	27,734,137	-462,353	8,010,425
Debt Service	897,945	1,353,234	1,043,232	753,374	1,486,089	0	1,862,775	-376,686	376,688
Health Care Center	4,601,263	4,722,731	5,331,282	6,198,943	9,390,698	1,321,211	11,690,909	-979,000	5,219,943
Highway	13,336,713	15,060,815	16,376,108	16,362,618	6,265,438	4,540,457	13,310,895	-2,505,000	13,857,618
Total Enterprise Funds	17,937,976	20,209,002	21,707,390	22,561,561	15,656,136	5,861,668	25,001,804	-3,484,000	19,077,561
Insurance	476,235	472,401	450,775	470,662	57,711	0	50,000	7,711	478,373
Workers Compensation	801,625	709,529	571,541	438,157	383,539	0	415,500	-31,961	406,196
Total Internal Service Funds	1,277,860	1,181,930	1,022,316	908,819	441,250	0	465,500	-24,250	884,569
GRAND TOTAL - ALL FUNDS	67,992,152	73,711,229	76,153,037	73,672,116	60,061,054	31,730,876	103,409,521	-11,617,591	62,054,525

*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			Other Funds		
Administrative Coordinator			Aging & Disability Resource Center		
Use of carryforward (\$62,953) and fund balance (\$100,000) for revolving loan program	Start up of Programs	162,953	Use of fund balance nutrition program van	Non-Recurring/Capital	28,000
		162,953			28,000
Building Services			Debt Service		
Use of carryforward (\$110,000) and fund balance (\$225,000) for energy cost saving measures	Non-Recurring/Capital	335,000	Use of accumulated funds for debt service	Continuing Programs	376,686
Use of carryforward fund balance for elevator upgrades	Non-Recurring/Capital	110,000			376,686
Use of carryforward (\$100,000) and fund balance (\$70,000) for LEC camera upgrades	Non-Recurring/Capital	170,000	Drug Seizures		
Use of carryforward for tuckpointing / caulking of facilities	Non-Recurring/Capital	10,000	Use of program funds for drug enforcement equipment	Continuing Programs	11,000
Use of fund balance Spring Green fiber expansion	Non-Recurring/Capital	40,000			11,000
Use of carryforward communications upgrades	Non-Recurring/Capital	114,280	Health Care Center		
Use of carryforward (\$150,000) and fund balance (\$500,000) building security	Non-Recurring/Capital	650,000	Fund depreciation with fund balance	Non-Recurring/Capital	465,000
Use of fund balance courtroom video arraignment upgrade	Non-Recurring/Capital	50,000	Use of carry forward for outlay	Non-Recurring/Capital	214,000
Use of carryforward dispatch & emergency operations center radio console	Non-Recurring/Capital	90,000	Fund vacancy factor with fund balance	Vacancy & Turnover	300,000
Use of carryforward (\$400,000) and fund balance (\$2,500,000) space needs implementation / renovation	Non-Recurring/Capital	2,900,000			979,000
Use of carryforward furnace upgrades: Humane Society & Sheltered Workshop	Non-Recurring/Capital	13,000	Highway		
Use of carryforward Law Enforcement Center (LEC) carpet replacement	Non-Recurring/Capital	90,500	Fund vacancy factor with fund balance	Vacancy & Turnover	5,000
Use of carryforward LEC kitchen equipment replacement	Non-Recurring/Capital	60,000	Use of fund balance for outlay	Non-Recurring/Capital	2,500,000
Use of fund balance for design work at the animal shelter	Non-Recurring/Capital	30,000			2,505,000
Use of fund balance for roof replacement	Non-Recurring/Capital	300,000	Human Services		
		4,962,780	Fund vacancy factor with fund balance	Vacancy & Turnover	160,000
Child Support					160,000
Use of fund balance long time staff retirement and new staff training overlap expense	Non-Recurring/Capital	17,288	Land Records Modernization		
		17,288	Use of accumulated program funds for monumentation and capital	Continuing Programs	248,505
County Board					248,505
Use of fund balance to develop evaluation criteria for Corporation Counsel and Administrative Coordinator	Non-Recurring/Capital	10,000	Landfill Remediation		
		10,000	Use of program funds for long term care	Continuing Programs	18,654
Court Commissioner / Family Court Counseling					18,654
Use of carryforward program funds	Continuing Programs	8,431	Workers Compensation		
		8,431	Use of accumulated reserves to fund program activity	Continuing Programs	31,961
Emergency Management					31,961
Use of fund balance for 2080 flood study match	Non-Recurring/Capital	20,000			4,358,806
		20,000			
Environmental Health					
Use of carryforward of previously collected fees for new sanitarian position	Continuing Programs	40,000			
		40,000			
General					
Fund vacancy factor with fund balance	Vacancy & Turnover	300,000			
Fund contingency fund with fund balance	Contingency Fund	350,000			
Fund first time outside agencies	Start Up of Programs	71,000			
		721,000			
Land Resources and Environment					
Use of carryforward Great Sauk State Trail Tier 3 "Wye"	Non-Recurring/Capital	400,000			
Use of fund balance Lake Redstone Dredging	Non-Recurring/Capital	200,000			
Use of carryforward White Mound Park master plan	Continuing Programs	25,000			
Use of carryforward for Firehouse maintenance	Continuing Programs	4,252			
Use of carryforward Ho-Chunk funding for Yellow Thunder & Man Mound master planning	Continuing Programs	7,000			
Use of carryforward Ho-Chunk funding for land and water conservation	Continuing Programs	16,000			
Use of carryforward Ho-Chunk funding for water testing	Continuing Programs	20,000			
Use of carryforward Multi Discharge Variance (MDV) program	Continuing Programs	89,595			
Use of carryforward Baraboo Range monitoring funds	Continuing Programs	5,006			
Use of carryforward Youth Day donations	Continuing Programs	497			
Use of fund balance for comprehensive planning	Non-Recurring/Capital	90,000			
Use of fund balance for Friends of the Baraboo River appropriation	Non-Recurring/Capital	25,000			
Use of fund balance for county-wide lake management projects	Non-Recurring/Capital	50,000			
Use of fund balance for White Mound Park existing office/barn building removal	Non-Recurring/Capital	25,000			
Use of fund balance for White Mound Campground improvements	Non-Recurring/Capital	55,000			
Use of fund balance for Hemlock Dam repair/replacement	Non-Recurring/Capital	250,000			
		1,262,350			
Sheriff					
Fund vacancy factor with fund balance	Vacancy & Turnover	60,000			
		60,000			
University of Wisconsin Extension					
Use of carryforward agriculture program pesticide application training	Continuing Programs	5,500			
		5,500			
	General Fund Total	<u>7,270,302</u>			

	Grand Total Use of Fund Balances	<u>11,629,108</u>
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	General Fund	Other Funds	Grand Total
Non-Recurring/Capital	6,105,068	3,207,000	9,312,068
Start Up of Programs	233,953	0	233,953
Contingency Fund	350,000	0	350,000
Vacancy & Turnover	360,000	465,000	825,000
Continuing Programs	<u>221,281</u>	<u>686,806</u>	<u>908,087</u>
	<u>7,270,302</u>	<u>4,358,806</u>	<u>11,629,108</u>

Sauk County maintains balances in many of its funds. Financial policy 5-94, Fund Balance / Retained Earnings and Contingent Funds Policy, defines appropriate uses of fund balances and retained earnings.

Nonrecurring or rarely recurring capital outlays to reduce reliance on borrowed funds and future debt service costs.

Nonrecurring **startup** costs of projects or programs that are expected to provide savings or increase efficiencies in the future.

Prepayment of outstanding debt to generate greater rates of return than refinancing.

Termination costs of ineffective or inefficient programs.

All or part of the **contingency fund** since its expenditure is unlikely to occur.

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 analyzes previous years' turnover to reduce the property tax levy.

Continuing programs. Allows funds levied or grants received in one year to be expended in the next year to assure completion of the purpose for which the funds were received.

Property Tax Levy By Function

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2020 Change from 2019	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget	Amended Budget	
											\$	%
General Government	(2,023,057)	(2,393,441)	(2,153,183)	(1,552,455)	(1,946,585)	(1,850,825)	(2,609,808)	(3,377,533)	(2,862,851)	(3,304,047)	(441,196)	-15.41%
Justice & Public Safety	12,121,165	12,867,604	12,814,500	12,660,218	12,870,027	13,169,471	13,452,254	13,775,863	14,060,233	14,472,981	412,748	2.94%
Public Works	3,774,250	3,894,712	3,959,494	3,995,100	4,014,583	4,122,355	4,184,727	4,174,876	4,280,679	4,613,201	332,522	7.77%
Health & Human Services	11,562,676	11,198,771	11,132,627	10,640,054	11,331,521	11,323,136	11,542,491	12,144,651	11,858,832	11,778,598	(80,234)	-0.68%
Culture	63,751	63,751	63,762	63,762	64,762	64,762	68,762	68,762	92,422	69,745	(22,677)	-24.54%
Recreation	175,290	151,918	159,323	158,240	165,582	228,787	229,529	248,861	249,373	0	(249,373)	-100.00%
Education	1,295,361	1,334,179	1,319,878	1,317,915	1,440,179	1,452,131	1,515,136	1,532,270	1,568,194	1,650,057	81,863	5.22%
Development	131,019	67,528	67,528	67,528	72,528	10,000	30,000	50,000	50,000	215,070	165,070	330.14%
Conservation	727,129	611,756	739,201	738,916	925,714	1,019,324	1,042,834	1,047,017	1,128,574	1,443,601	315,027	27.91%
Capital Outlay	460,500	467,000	405,500	509,600	1,024,000	688,500	894,500	1,285,000	736,900	791,670	54,770	7.43%
Debt Service	250,000	250,000	250,000	250,000	0	0	0	0	0	0	0	--
All Funds Total	28,538,084	28,513,778	28,758,630	28,848,878	29,962,311	30,227,641	30,350,425	30,949,767	31,162,356	31,730,876	568,520	1.82%

The general government function contains significant revenues that are not directly related to other functions, such as \$9.889 million in sales tax collections. This forces the general government function to have a net reduction of the property tax levy.

The general government function also includes costs related to general building services, such as utilities and maintenance staff, for the Law Enforcement Center and Human Services in Reedsburg.

Building Services Budget - Law Enforcement Center Operations	745,535	710,203	688,587	644,981	672,412	685,614	686,370	694,711	702,377	710,729	8,352	1.19%
Building Services Budget - Law Enforcement Center Capital	0	89,000	0	0	0	0	230,000	360,000	0	0	0	--
Building Services Budget - Human Services Reedsburg Operations	53,727	54,157	49,302	47,506	47,110	46,468	44,712	43,870	67,403	64,734	(2,669)	-3.96%

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	28,531,297	28,531,297	28,531,297	28,854,774	29,878,110	30,183,042	30,351,664	30,969,018	31,162,356	33,586,229		
Adjustment for delinquent taxes	6,787	(17,519)	227,333	(5,896)	84,201	44,599	(1,239)	(19,251)	TBD	TBD		
Property tax recognized	28,538,084	28,513,778	28,758,630	28,848,878	29,962,311	30,227,641	30,350,425	30,949,767	31,162,356	33,586,229		

TBD - To be determined

REVENUE SUMMARY

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2020 Change from 2019		
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Amended Budget		Budget	Amended Budget	%
Property Tax	28,538,084	28,513,778	28,758,630	28,848,878	29,962,311	30,227,641	30,350,425	30,949,767	31,162,356	31,730,876	568,520	1.82%	
Sales Tax	7,140,919	7,323,695	7,519,870	8,000,256	8,483,880	8,764,687	9,172,923	9,383,467	8,775,658	9,889,000	1,113,342	12.69%	
Other Taxes	1,471,826	1,216,591	1,499,732	1,081,741	1,038,274	864,559	781,677	782,564	640,195	685,195	45,000	7.03%	
Grants and Aids	15,454,695	17,812,002	15,493,175	15,092,600	16,686,932	19,706,116	20,788,413	23,198,037	22,221,415	25,336,367	3,114,952	14.02%	
Intergovernmental	6,409,031	6,349,543	6,720,854	6,856,581	8,050,984	7,799,672	9,328,064	9,399,637	8,197,371	8,370,606	173,235	2.11%	
Licenses & Permits	284,166	307,027	357,252	362,804	436,630	448,179	913,003	968,298	874,541	876,836	2,295	0.26%	
User Fees	8,641,950	8,766,447	8,767,573	8,640,799	8,903,794	8,878,578	9,258,828	9,232,464	9,727,228	9,831,548	104,320	1.07%	
Fines & Forfeitures	632,535	630,711	653,695	509,814	488,298	444,222	488,169	506,515	475,000	489,500	14,500	3.05%	
Donations	133,789	108,368	94,224	105,471	117,837	103,676	291,401	608,515	103,366	120,650	17,284	16.72%	
Interest	235,694	159,865	154,963	152,037	200,646	301,354	546,073	1,175,677	824,858	901,045	76,187	9.24%	
Rent	239,451	258,997	304,984	343,047	398,678	427,163	481,675	549,625	460,302	471,374	11,072	2.41%	
Bond / Note Proceeds	0	0	0	2,683,009	0	7,392,309	0	0	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	11,693,601	11,629,108	(64,493)	-0.55%
Transfers from Other Funds	4,291,211	4,427,389	4,469,580	8,272,329	5,569,275	5,062,704	3,883,476	6,006,280	4,155,180	2,800,899	(1,354,281)	-32.59%	
Other	503,828	268,027	270,659	436,232	482,810	445,029	300,305	344,000	201,371	288,034	86,663	43.04%	
Total Revenues	73,977,179	76,142,440	75,065,191	81,385,598	80,820,349	90,865,889	86,584,432	93,104,846	99,512,442	103,421,038	3,908,596	3.93%	

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

<i>Property tax as levied</i>	28,531,297	28,531,297	28,531,297	28,854,774	29,878,110	30,183,042	30,351,664	30,969,018	31,162,356	31,730,876		
<i>Adjustment for delinquent taxes</i>	6,787	(17,519)	227,333	(5,896)	84,201	44,599	(1,239)	(19,251)	TBD	TBD		
<i>Property tax recognized</i>	<u>28,538,084</u>	<u>28,513,778</u>	<u>28,758,630</u>	<u>28,848,878</u>	<u>29,962,311</u>	<u>30,227,641</u>	<u>30,350,425</u>	<u>30,949,767</u>	<u>31,162,356</u>	<u>31,730,876</u>		

TBD - To be determined

The 2020 Budget figures represent the 2020 budget as modified by County Board action through August 2020.

EXPENSE SUMMARY

Functional Area	2011	2012	2013	2014	2015	2016	2017	2018	2019	2019	2020	2020 Change from 2019 Amended Budget	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Amended Budget *	Estimated Actual	Budget	\$	%
General Government	6,302,382	6,021,743	5,880,544	6,509,131	6,820,291	7,475,013	7,547,023	8,530,986	9,737,250	9,057,962	9,937,768	200,518	2.06%
Public Works/Transportation	8,553,452	9,072,072	9,761,387	9,217,817	8,922,779	9,051,009	9,333,816	9,902,660	10,053,021	10,183,236	10,797,549	744,528	7.41%
Culture	79,593	75,395	70,447	111,109	67,191	67,477	77,832	153,784	225,172	225,172	92,495	(132,677)	-58.92%
Recreation	451,266	324,642	332,244	348,429	633,694	460,427	1,635,194	1,472,990	1,409,358	638,363	25,000	(1,384,358)	-98.23%
Education	1,278,844	1,300,442	1,297,236	1,323,324	1,405,734	1,416,264	1,418,888	1,422,033	1,567,365	1,559,098	1,646,570	79,205	5.05%
Justice & Public Safety	16,179,689	17,216,621	16,434,762	16,338,309	16,437,077	16,859,883	17,161,275	17,714,882	18,505,728	18,158,437	19,008,853	503,125	2.72%
Health & Human Services	27,789,027	27,375,464	26,874,023	28,115,218	30,120,369	33,004,148	34,083,521	37,084,303	38,867,617	38,304,137	41,557,129	2,689,512	6.92%
Conservation	1,322,156	1,257,720	1,274,336	1,496,054	1,681,472	1,682,301	1,818,003	1,750,857	2,365,549	1,987,266	3,377,516	1,011,967	42.78%
Economic Development	450,602	709,951	68,340	458,603	138,281	118,008	360,409	406,396	1,045,190	1,048,870	565,002	(480,188)	-45.94%
Debt Service	2,987,693	2,958,762	3,038,919	7,130,108	1,603,055	8,879,729	1,470,016	2,175,141	2,997,616	2,210,165	2,896,585	(101,031)	-3.37%
Capital Outlay	1,519,511	2,666,859	2,041,883	1,758,744	4,526,639	1,524,784	2,075,900	3,617,266	8,527,480	3,683,927	10,704,155	2,176,675	25.53%
Transfer to Other Funds	4,291,211	4,427,389	4,469,580	8,305,333	5,569,275	5,155,565	3,883,476	6,006,279	4,155,180	5,266,153	2,800,899	(1,354,281)	-32.59%
Addition to Fund Balance	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	55,916	Budget Only	11,517	(44,399)	-79.40%
Total Gross Expenditures	71,205,426	73,407,061	71,543,701	81,112,179	77,925,857	85,694,608	80,865,353	90,237,577	99,512,442	92,322,786	103,421,038	3,908,596	3.93%

Expenditure Category	2011	2012	2013	2014	2015	2016	2017	2018	2019	2019	2020	2020 Change from 2019 Amended Budget	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Amended Budget *	Estimated Actual	Budget	\$	%
Wages & Salaries	26,697,176	26,476,342	26,969,999	27,647,942	29,521,669	30,454,787	31,189,947	32,587,168	35,193,639	33,989,507	37,158,103	1,964,464	5.58%
Labor Benefits	11,330,879	10,792,482	11,189,831	11,393,077	10,982,993	11,713,154	12,223,996	12,184,237	13,551,102	12,902,733	14,406,344	855,242	6.31%
Supplies & Services	24,378,956	26,085,227	23,833,489	24,876,975	25,722,226	27,966,589	30,022,018	33,667,486	35,031,509	34,270,302	35,443,435	411,926	1.18%
Debt Service	2,987,693	2,958,762	3,038,920	7,130,109	1,603,055	8,879,729	1,470,016	2,175,141	2,997,616	2,210,165	2,896,585	(101,031)	-3.37%
Capital Outlay	1,519,511	2,666,859	2,041,883	1,758,744	4,526,639	1,524,784	2,075,900	3,617,266	8,527,480	3,683,927	10,704,155	2,176,675	25.53%
Transfer to Other Funds	4,291,211	4,427,389	4,469,579	8,305,333	5,569,275	5,155,565	3,883,476	6,006,279	4,155,180	5,266,153	2,800,899	(1,354,281)	-32.59%
Addition to Fund Balance	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	Budget Only	55,916	Budget Only	11,517	(44,399)	-79.40%
Total Gross Expenditures	71,205,426	73,407,061	71,543,701	81,112,180	77,925,857	85,694,608	80,865,353	90,237,577	99,512,442	92,322,787	103,421,038	3,908,596	3.93%

* The 2019 Budget figures represent the 2019 budget as modified by County Board action through August 2019.

The general government function also includes costs related to general building services, such as utilities and maintenance staff, for the Law Enforcement Center and Human Services in Reedsburg.

Building Services Budget - Law Enforcement Center	614,350	589,474	637,241	697,819	646,418	655,464	640,077	685,724	702,377	736,684	710,729	8,352	1.19%
Building Services Budget - Human Services Reedsburg	40,115	38,323	34,903	40,020	33,125	43,289	36,832	50,694	67,403	67,403	64,734	(2,669)	-3.96%

Sauk County 2020 Adopted Budget (Alphabetical Order)

See Page	Department Name	Sources of Funds				Uses of Funds				Comparison to Previous Budgets				Estimated Fund Balance Beginning 2020	Estimated Fund Balance End 2020
		Tax Levy	Other Revenue	Use of Fund Balance	Total Sources	Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	2019 Tax Levy (as amended)	2018 Tax Levy (as amended)	\$ Change 2019 Amended to 2020 Adopted	% Change 2019 Amended to 2020 Adopted		
90	Accounting	723,103	3,623	0	726,726	726,726	0	0	726,726	708,695	700,404	14,408	2.03%	In General Fund Total	
95	Administrative Coordinator	521,115	110,429	162,953	794,497	794,497	0	0	794,497	261,027	230,373	260,088	99.64%	In General Fund Total	
262	Aging & Disability Resource Center	579,109	1,899,346	28,000	2,506,455	2,478,455	28,000	0	2,506,455	581,970	338,749	(2,861)	-0.49%	617,435	589,435
354	Arts, Humanities, Historic Preservation	69,745	7,750	15,000	92,495	92,495	0	0	92,495	92,422	68,762	(22,677)	-24.54%	In General Fund Total	
240	Baraboo Dells Airport (to Admin Coord)	0	0	0	0	0	0	0	0	4,100	4,100	(4,100)	-100.00%	In General Fund Total	
103	Building Services	2,022,312	529,337	4,962,780	7,514,429	2,251,579	5,262,850	0	7,514,429	2,165,603	2,626,213	(143,291)	-6.62%	In General Fund Total	
357	CDBG-ED Revolving Loans	0	578,793	0	578,793	0	578,793	0	578,793	0	0	0	--	0	0
361	CDBG-RLF Housing Rehab	0	20,000	0	20,000	20,000	0	0	20,000	0	0	0	--	2,886	2,886
137	Charitable / Penal Fines	174	0	0	174	174	0	0	174	253	212	(79)	-31.23%	In General Fund Total	
277	Child Support	186,576	850,540	17,288	1,054,404	1,054,404	0	0	1,054,404	189,303	163,090	(2,727)	-1.44%	In General Fund Total	
182	Circuit Courts	499,550	219,792	0	719,342	719,342	0	0	719,342	469,957	460,753	29,593	6.30%	In General Fund Total	
188	Clerk of Courts	321,363	987,730	0	1,309,093	1,309,093	0	0	1,309,093	339,268	317,707	(17,905)	-5.28%	In General Fund Total	
137	Contingency	0	0	350,000	350,000	350,000	0	0	350,000	0	0	0	--	In General Fund Total	
194	Coroner	158,202	32,000	0	190,202	190,202	0	0	190,202	175,604	127,012	(17,402)	-9.91%	In General Fund Total	
111	Corporation Counsel	499,370	255,320	0	754,690	754,690	0	0	754,690	451,267	433,529	48,103	10.66%	In General Fund Total	
118	County Board	193,583	0	10,000	203,583	203,583	0	0	203,583	160,260	156,853	33,323	20.79%	In General Fund Total	
120	County Clerk / Elections	282,554	138,733	0	421,287	421,287	0	0	421,287	222,446	263,495	60,108	27.02%	In General Fund Total	
198	Court Commissioner	184,745	49,735	8,431	242,911	242,911	0	0	242,911	178,907	185,448	5,838	3.26%	In General Fund Total	
127	Criminal Justice Coordinating	395,494	515,233	0	910,727	910,727	0	0	910,727	397,461	363,042	(1,967)	-0.49%	In General Fund Total	
81	Debt Service	0	1,486,089	376,686	1,862,775	1,862,775	0	0	1,862,775	0	0	0	--	753,374	376,688
204	District Attorney / Victim Witness	526,640	236,569	0	763,209	763,209	0	0	763,209	500,259	474,970	26,381	5.27%	In General Fund Total	
281	Dog License Fund	0	20,500	0	20,500	16,694	0	3,806	20,500	0	0	0	--	-6,717	-2,911
210	Drug Seizures Fund	0	100	11,000	11,100	11,100	0	0	11,100	0	0	0	--	50,811	39,811
212	Emergency Management	163,224	131,250	20,000	314,474	314,474	0	0	314,474	145,720	158,755	17,504	12.01%	In General Fund Total	
283	Environmental Health	75,435	593,578	40,000	709,013	709,013	0	0	709,013	47,903	45,949	27,532	57.47%	In General Fund Total	
135	General Non-Departmental	(11,666,008)	11,366,508	300,000	500	500	0	0	500	(10,731,491)	(11,271,788)	(934,517)	-8.71%	40,975,584	33,705,282
290	Health Care Center	1,321,211	9,390,698	979,000	11,690,909	11,375,809	315,100	0	11,690,909	1,386,614	2,221,642	(65,403)	-4.72%	6,198,943	5,219,943
241	Highway	4,540,457	6,265,438	2,505,000	13,310,895	10,810,895	2,500,000	0	13,310,895	4,221,207	4,116,954	319,250	7.56%	16,362,618	13,857,618
310	Human Services	7,820,648	15,719,162	160,000	23,699,810	23,699,810	0	0	23,699,810	7,983,506	7,997,360	(162,858)	-2.04%	2,547,119	2,387,119
139	Insurance	0	57,711	0	57,711	50,000	0	7,711	57,711	0	0	0	--	470,662	478,373
218	Jail Assessment	0	100,000	0	100,000	100,000	0	0	100,000	0	0	0	--	0	0
141	Land Records Modernization	251,126	195,000	248,505	694,631	407,034	287,597	0	694,631	217,762	206,242	33,364	15.32%	402,641	154,136
363	Land Resources & Environment (LRE)	1,482,101	1,001,565	1,262,350	3,746,016	3,377,516	368,500	0	3,746,016	1,128,574	1,072,017	353,527	31.33%	In General Fund Total	
251	Landfill Remediation	0	88,000	18,654	106,654	106,654	0	0	106,654	0	0	0	--	4,858,603	4,839,949
378	Library Board	1,173,754	0	0	1,173,754	1,173,754	0	0	1,173,754	1,074,904	1,044,698	98,850	9.20%	In General Fund Total	
147	Management Information Systems	1,658,854	1,516,687	0	3,175,541	2,189,226	986,315	0	3,175,541	1,454,203	1,307,955	204,651	14.07%	In General Fund Total	

Sauk County 2020 Adopted Budget (Alphabetical Order)

See Page	Department Name	Sources of Funds				Uses of Funds				Comparison to Previous Budgets				Estimated Fund Balance Beginning 2020	Estimated Fund Balance End 2020
		Tax Levy	Other Revenue	Use of Fund Balance	Total Sources	Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	2019 Tax Levy (as amended)	2018 Tax Levy (as amended)	\$ Change 2019 Amended to 2020 Adopted	% Change 2019 Amended to 2020 Adopted		
379	Parks (combined into LRE 2020)	0	0	0	0	0	0	0	0	303,373	297,861	(303,373)	-100.00%	In General Fund Total	
155	Personnel	809,215	3,425	0	812,640	812,640	0	0	812,640	574,504	557,405	234,711	40.85%	In General Fund Total	
255	Pink Lady Rail Transit Commission (to Admin)	0	0	0	0	0	0	0	0	750	1,200	(750)	-100.00%	In General Fund Total	
325	Public Health	1,310,121	1,117,193	0	2,427,314	2,402,314	25,000	0	2,427,314	1,162,065	973,004	148,056	12.74%	In General Fund Total	
256	Reedsburg Airport (to Admin Coord)	0	0	0	0	0	0	0	0	4,100	4,100	(4,100)	-100.00%	In General Fund Total	
220	Register in Probate	157,486	25,800	0	183,286	183,286	0	0	183,286	154,613	199,053	2,873	1.86%	In General Fund Total	
162	Register of Deeds	(303,469)	540,000	0	236,531	236,531	0	0	236,531	(319,818)	(320,434)	16,349	5.11%	In General Fund Total	
383	Sauk County Development Corporation (to Ad)	0	0	0	0	0	0	0	0	50,000	50,000	(50,000)	-100.00%	In General Fund Total	
257	Sauk Prairie Airport, Inc. (to Admin Coord)	0	0	0	0	0	0	0	0	4,100	4,100	(4,100)	-100.00%	In General Fund Total	
226	Sheriff	13,014,771	2,035,786	60,000	15,110,557	14,758,557	352,000	0	15,110,557	12,650,905	12,318,165	363,866	2.88%	In General Fund Total	
166	Surveyor	79,141	0	0	79,141	79,141	0	0	79,141	81,026	81,346	(1,885)	-2.33%	In General Fund Total	
137	Transfer Sales Tax to Debt Service	1,361,089	0	0	1,361,089	1,361,089	0	0	1,361,089	1,396,456	1,418,297	(35,367)	-2.53%	In General Fund Total	
137	Transfer Sales Tax to HCC for Debt Pmt	1,033,810	0	0	1,033,810	1,033,810	0	0	1,033,810	1,134,741	1,132,167	(100,931)	-8.89%	In General Fund Total	
137	Transfer to Special Revenue Funds HS	0	0	56,000	56,000	56,000	0	0	56,000	0	0	0	--	In General Fund Total	
171	Treasurer	(577,626)	1,174,240	0	596,614	596,614	0	0	596,614	(747,246)	(432,593)	169,620	22.70%	In General Fund Total	
258	Tri-County Airport (to Admin Coord)	0	0	0	0	0	0	0	0	16,422	16,422	(16,422)	-100.00%	In General Fund Total	
384	UW-Platteville Baraboo Sauk County	60,000	0	0	60,000	60,000	0	0	60,000	102,500	102,500	(42,500)	-41.46%	In General Fund Total	
385	UW Extension	416,303	16,013	5,500	437,816	437,816	0	0	437,816	390,790	385,072	25,513	6.53%	In General Fund Total	
340	Veterans Service	385,598	11,500	0	397,098	397,098	0	0	397,098	345,371	338,857	40,227	11.65%	In General Fund Total	
259	Wisconsin River Rail Transit (to Admin Coord)	0	0	0	0	0	0	0	0	30,000	28,000	(30,000)	-100.00%	In General Fund Total	
346	Women, Infants & Children	0	386,342	0	386,342	386,342	0	0	386,342	0	0	0	--	In General Fund Total	
177	Workers Compensation	0	383,539	31,961	415,500	415,500	0	0	415,500	0	0	0	--	In General Fund Total	
ALL FUNDS TOTAL		31,730,876	60,061,054	11,629,108	103,421,038	92,705,366	10,704,155	11,517	103,421,038	31,162,356	30,969,018	568,520	1.82%	73,672,116	62,054,525

	2019 Amended	2020 Adopted	\$ Change	% Change
Equalized Value (without tax incremental districts)	6,878,879,600	7,141,653,900	262,774,300	3.82%
Total Levy Rate	\$4.53	\$4.44	-\$0.09	-1.92%
Total Levy Amount	31,162,356	31,730,876	568,520	1.82%
Impact of a one penny increase to the mil rate	\$68,789	\$71,417	\$2,628	3.82%
Impact of a one penny increase to the mil rate on an average residential property	\$1.82	\$1.89		
Average residential property value	\$181,500	\$188,600	\$7,100	3.91%
Average County tax on an average residential property	\$822.22	\$837.96	\$15.74	1.91%

Sauk County 2020 Adopted Budget (Expense Order)

See Page	Department Name	Sources of Funds				Uses of Funds				Comparison to Previous Budgets				Estimated Fund Balance Beginning 2020	Estimated Fund Balance End 2020
		Tax Levy	Other Revenue	Use of Fund Balance	Total Sources	Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	2019 Tax Levy (as amended)	2018 Tax Levy (as amended)	\$ Change 2019 Amended to 2020 Adopted	% Change 2019 Amended to 2020 Adopted		
	ALL FUNDS TOTAL	31,730,876	60,061,054	11,629,108	103,421,038	92,705,366	10,704,155	11,517	103,421,038	46,422	30,969,018	568,520	1224.68%	73,672,116	62,054,525
310	Human Services	7,820,648	15,719,162	160,000	23,699,810	23,699,810	0	0	23,699,810	7,983,506	7,997,360	(162,858)	-2.04%	2,547,119	2,387,119
226	Sheriff	13,014,771	2,035,786	60,000	15,110,557	14,758,557	352,000	0	15,110,557	12,650,905	12,318,165	363,866	2.88%	In General Fund Total	
241	Highway	4,540,457	6,265,438	2,505,000	13,310,895	10,810,895	2,500,000	0	13,310,895	4,221,207	4,116,954	319,250	7.56%	16,362,618	13,857,618
290	Health Care Center	1,321,211	9,390,698	979,000	11,690,909	11,375,809	315,100	0	11,690,909	1,386,614	2,221,642	(65,403)	-4.72%	6,198,943	5,219,943
103	Building Services	2,022,312	529,337	4,962,780	7,514,429	2,251,579	5,262,850	0	7,514,429	2,165,603	2,626,213	(143,291)	-6.62%	In General Fund Total	
363	Land Resources & Environment (LRE)	1,482,101	1,001,565	1,262,350	3,746,016	3,377,516	368,500	0	3,746,016	1,128,574	1,072,017	353,527	31.33%	In General Fund Total	
147	Management Information Systems	1,658,854	1,516,687	0	3,175,541	2,189,226	986,315	0	3,175,541	1,454,203	1,307,955	204,651	14.07%	In General Fund Total	
262	Aging & Disability Resource Center	579,109	1,899,346	28,000	2,506,455	2,478,455	28,000	0	2,506,455	581,970	338,749	(2,861)	-0.49%	617,435	589,435
325	Public Health	1,310,121	1,117,193	0	2,427,314	2,402,314	25,000	0	2,427,314	1,162,065	973,004	148,056	12.74%	In General Fund Total	
81	Debt Service	0	1,486,089	376,686	1,862,775	1,862,775	0	0	1,862,775	0	0	0	--	753,374	376,688
137	Transfer Sales Tax to Debt Service	1,361,089	0	0	1,361,089	1,361,089	0	0	1,361,089	1,396,456	1,418,297	(35,367)	-2.53%	In General Fund Total	
188	Clerk of Courts	321,363	987,730	0	1,309,093	1,309,093	0	0	1,309,093	339,268	317,707	(17,905)	-5.28%	In General Fund Total	
378	Library Board	1,173,754	0	0	1,173,754	1,173,754	0	0	1,173,754	1,074,904	1,044,698	98,850	9.20%	In General Fund Total	
277	Child Support	186,576	850,540	17,288	1,054,404	1,054,404	0	0	1,054,404	189,303	163,090	(2,727)	-1.44%	In General Fund Total	
137	Transfer Sales Tax to HCC for Debt Pmt	1,033,810	0	0	1,033,810	1,033,810	0	0	1,033,810	1,134,741	1,132,167	(100,931)	-8.89%	In General Fund Total	
127	Criminal Justice Coordinating	395,494	515,233	0	910,727	910,727	0	0	910,727	397,461	363,042	(1,967)	-0.49%	In General Fund Total	
155	Personnel	809,215	3,425	0	812,640	812,640	0	0	812,640	574,504	557,405	234,711	40.85%	In General Fund Total	
95	Administrative Coordinator	521,115	110,429	162,953	794,497	794,497	0	0	794,497	261,027	230,373	260,088	99.64%	In General Fund Total	
204	District Attorney / Victim Witness	526,640	236,569	0	763,209	763,209	0	0	763,209	500,259	474,970	26,381	5.27%	In General Fund Total	
111	Corporation Counsel	499,370	255,320	0	754,690	754,690	0	0	754,690	451,267	433,529	48,103	10.66%	In General Fund Total	
90	Accounting	723,103	3,623	0	726,726	726,726	0	0	726,726	708,695	700,404	14,408	2.03%	In General Fund Total	
182	Circuit Courts	499,550	219,792	0	719,342	719,342	0	0	719,342	469,957	460,753	29,593	6.30%	In General Fund Total	
283	Environmental Health	75,435	593,578	40,000	709,013	709,013	0	0	709,013	47,903	45,949	27,532	57.47%	In General Fund Total	
141	Land Records Modernization	251,126	195,000	248,505	694,631	407,034	287,597	0	694,631	217,762	206,242	33,364	15.32%	402,641	154,136
171	Treasurer	(577,626)	1,174,240	0	596,614	596,614	0	0	596,614	(747,246)	(432,593)	169,620	22.70%	In General Fund Total	
357	CDBG-ED Revolving Loans	0	578,793	0	578,793	0	578,793	0	578,793	0	0	0	--	0	0
385	UW Extension	416,303	16,013	5,500	437,816	437,816	0	0	437,816	390,790	385,072	25,513	6.53%	In General Fund Total	
120	County Clerk / Elections	282,554	138,733	0	421,287	421,287	0	0	421,287	222,446	263,495	60,108	27.02%	In General Fund Total	
177	Workers Compensation	0	383,539	31,961	415,500	415,500	0	0	415,500	0	0	0	--	438,157	406,196
340	Veterans Service	385,598	11,500	0	397,098	397,098	0	0	397,098	345,371	338,857	40,227	11.65%	In General Fund Total	
346	Women, Infants & Children	0	386,342	0	386,342	386,342	0	0	386,342	0	0	0	--	In General Fund Total	
137	Contingency	0	0	350,000	350,000	350,000	0	0	350,000	0	0	0	--	In General Fund Total	
212	Emergency Management	163,224	131,250	20,000	314,474	314,474	0	0	314,474	145,720	158,755	17,504	12.01%	In General Fund Total	
198	Court Commissioner	184,745	49,735	8,431	242,911	242,911	0	0	242,911	178,907	185,448	5,838	3.26%	In General Fund Total	
162	Register of Deeds	(303,469)	540,000	0	236,531	236,531	0	0	236,531	(319,818)	(320,434)	16,349	5.11%	In General Fund Total	
118	County Board	193,583	0	10,000	203,583	203,583	0	0	203,583	160,260	156,853	33,323	20.79%	In General Fund Total	
194	Coroner	158,202	32,000	0	190,202	190,202	0	0	190,202	175,604	127,012	(17,402)	-9.91%	In General Fund Total	
220	Register in Probate	157,486	25,800	0	183,286	183,286	0	0	183,286	154,613	199,053	2,873	1.86%	In General Fund Total	
251	Landfill Remediation	0	88,000	18,654	106,654	106,654	0	0	106,654	0	0	0	--	4,858,603	4,839,949
218	Jail Assessment	0	100,000	0	100,000	100,000	0	0	100,000	0	0	0	--	0	0
354	Arts, Humanities, Historic Preservation	69,745	7,750	15,000	92,495	92,495	0	0	92,495	92,422	68,762	(22,677)	-24.54%	In General Fund Total	
166	Surveyor	79,141	0	0	79,141	79,141	0	0	79,141	81,026	81,346	(1,885)	-2.33%	In General Fund Total	
384	UW-Platteville Baraboo Sauk County	60,000	0	0	60,000	60,000	0	0	60,000	102,500	102,500	(42,500)	-41.46%	In General Fund Total	
137	Transfer to Special Revenue Funds HS	0	0	56,000	56,000	56,000	0	0	56,000	0	0	0	--	In General Fund Total	
139	Insurance	0	57,711	0	57,711	50,000	0	7,711	57,711	0	0	0	--	470,662	478,373
361	CDBG-RLF Housing Rehab	0	20,000	0	20,000	20,000	0	0	20,000	0	0	0	0.00%	2,886	2,886
281	Dog License Fund	0	20,500	0	20,500	16,694	0	3,806	20,500	0	0	0	--	-6,717	-2,911

Sauk County 2020 Adopted Budget (Expense Order)

See Page	Department Name	Sources of Funds				Uses of Funds				Comparison to Previous Budgets				Estimated Fund Balance Beginning 2020	Estimated Fund Balance End 2020
		Tax Levy	Other Revenue	Use of Fund Balance	Total Sources	Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	2019 Tax Levy (as amended)	2018 Tax Levy (as amended)	\$ Change 2019 Amended to 2020 Adopted	% Change 2019 Amended to 2020 Adopted		
210	Drug Seizures Fund	0	100	11,000	11,100	11,100	0	0	11,100	0	0	0	--	50,811	39,811
135	General Non-Departmental	(11,666,008)	11,366,508	300,000	500	500	0	0	500	(10,731,491)	(11,271,788)	(934,517)	-8.71%	40,975,584	33,705,282
137	Charitable / Penal Fines	174	0	0	174	174	0	0	174	253	212	(79)	-31.23%	In General Fund Total	
240	Baraboo Dells Airport (to Admin Coord)	0	0	0	0	0	0	0	0	4,100	4,100	(4,100)	-100.00%	In General Fund Total	
379	Parks (combined into LRE 2020)	0	0	0	0	0	0	0	0	303,373	297,861	(303,373)	-100.00%	In General Fund Total	
255	Pink Lady Rail Transit Commission (to Admin Coord)	0	0	0	0	0	0	0	0	750	1,200	(750)	-100.00%	In General Fund Total	
256	Reedsburg Airport (to Admin Coord)	0	0	0	0	0	0	0	0	4,100	4,100	(4,100)	-100.00%	In General Fund Total	
383	Sauk County Development Corporation (to Admin Coord)	0	0	0	0	0	0	0	0	50,000	50,000	(50,000)	-100.00%	In General Fund Total	
257	Sauk Prairie Airport, Inc. (to Admin Coord)	0	0	0	0	0	0	0	0	4,100	4,100	(4,100)	-100.00%	In General Fund Total	
258	Tri-County Airport (to Admin Coord)	0	0	0	0	0	0	0	0	16,422	16,422	(16,422)	-100.00%	In General Fund Total	
259	Wisconsin River Rail Transit (to Admin Coord)	0	0	0	0	0	0	0	0	30,000	28,000	(30,000)	-100.00%	In General Fund Total	

	2019 Amended	2020 Adopted	\$ Change	% Change
Equalized Value (without tax incremental districts)	6,878,879,600	7,141,653,900	262,774,300	3.82%
Total Levy Rate	\$4.53	\$4.44	-\$0.09	-1.92%
Total Levy Amount	31,162,356	31,730,876	568,520	1.82%
Impact of a one penny increase to the mil rate	\$68,789	\$71,417	\$2,628	3.82%
Impact of a one penny increase to the mil rate on an average residential property	\$1.82	\$1.89		
Average residential property value	\$181,500	\$188,600	\$7,100	3.91%
Average County tax on an average residential property	\$822.22	\$837.96	\$15.74	1.91%

Sauk County 2020 Adopted Budget (Levy Use Order)

See Page	Department Name	Sources of Funds				Uses of Funds				2019 Tax Levy (as amended)	2018 Tax Levy (as amended)	\$ Change 2019 Amended to 2020 Adopted	% Change 2019 Amended to 2020 Adopted	Estimated Fund Balance Beginning 2020	Estimated Fund Balance End 2020
		Use of Fund Balance		Total Sources		Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses						
		Tax Levy	Other Revenue												
	ALL FUNDS TOTAL	31,730,876	60,061,054	11,629,108	103,421,038	92,705,366	10,704,155	11,517	103,421,038	31,162,356	30,969,018	568,520	1.82%	73,672,116	62,054,525
226	Sheriff	13,014,771	2,035,786	60,000	15,110,557	14,758,557	352,000	0	15,110,557	12,650,905	12,318,165	363,866	2.88%	In General Fund Total	
310	Human Services	7,820,648	15,719,162	160,000	23,699,810	23,699,810	0	0	23,699,810	7,983,506	7,997,360	(162,858)	-2.04%	2,547,119	2,387,119
241	Highway	4,540,457	6,265,438	2,505,000	13,310,895	10,810,895	2,500,000	0	13,310,895	4,221,207	4,116,954	319,250	7.56%	16,362,618	13,857,618
103	Building Services	2,022,312	529,337	4,962,780	7,514,429	2,251,579	5,262,850	0	7,514,429	2,165,603	2,626,213	(143,291)	-6.62%	In General Fund Total	
147	Management Information Systems	1,658,854	1,516,687	0	3,175,541	2,189,226	986,315	0	3,175,541	1,454,203	1,307,955	204,651	14.07%	In General Fund Total	
363	Land Resources & Environment (LRE)	1,482,101	1,001,565	1,262,350	3,746,016	3,377,516	368,500	0	3,746,016	1,128,574	1,072,017	353,527	31.33%	In General Fund Total	
137	Transfer Sales Tax to Debt Service	1,361,089	0	0	1,361,089	1,361,089	0	0	1,361,089	1,396,456	1,418,297	(35,367)	-2.53%	In General Fund Total	
290	Health Care Center	1,321,211	9,390,698	979,000	11,690,909	11,375,809	315,100	0	11,690,909	1,386,614	2,221,642	(65,403)	-4.72%	6,198,943	5,219,943
325	Public Health	1,310,121	1,117,193	0	2,427,314	2,402,314	25,000	0	2,427,314	1,162,065	973,004	148,056	12.74%	In General Fund Total	
378	Library Board	1,173,754	0	0	1,173,754	1,173,754	0	0	1,173,754	1,074,904	1,044,698	98,850	9.20%	In General Fund Total	
137	Transfer Sales Tax to HCC for Debt Pmt	1,033,810	0	0	1,033,810	1,033,810	0	0	1,033,810	1,134,741	1,132,167	(100,931)	-8.89%	In General Fund Total	
155	Personnel	809,215	3,425	0	812,640	812,640	0	0	812,640	574,504	557,405	234,711	40.85%	In General Fund Total	
90	Accounting	723,103	3,623	0	726,726	726,726	0	0	726,726	708,695	700,404	14,408	2.03%	In General Fund Total	
262	Aging & Disability Resource Center	579,109	1,899,346	28,000	2,506,455	2,478,455	28,000	0	2,506,455	581,970	338,749	(2,861)	-0.49%	617,435	589,435
204	District Attorney / Victim Witness	526,640	236,569	0	763,209	763,209	0	0	763,209	500,259	474,970	26,381	5.27%	In General Fund Total	
95	Administrative Coordinator	521,115	110,429	162,953	794,497	794,497	0	0	794,497	261,027	230,373	260,088	99.64%	In General Fund Total	
182	Circuit Courts	499,550	219,792	0	719,342	719,342	0	0	719,342	469,957	460,753	29,593	6.30%	In General Fund Total	
111	Corporation Counsel	499,370	255,320	0	754,690	754,690	0	0	754,690	451,267	433,529	48,103	10.66%	In General Fund Total	
385	UW Extension	416,303	16,013	5,500	437,816	437,816	0	0	437,816	390,790	385,072	25,513	6.53%	In General Fund Total	
127	Criminal Justice Coordinating	395,494	515,233	0	910,727	910,727	0	0	910,727	397,461	363,042	(1,967)	-0.49%	In General Fund Total	
340	Veterans Service	385,598	11,500	0	397,098	397,098	0	0	397,098	345,371	338,857	40,227	11.65%	In General Fund Total	
188	Clerk of Courts	321,363	987,730	0	1,309,093	1,309,093	0	0	1,309,093	339,268	317,707	(17,905)	-5.28%	In General Fund Total	
120	County Clerk / Elections	282,554	138,733	0	421,287	421,287	0	0	421,287	222,446	263,495	60,108	27.02%	In General Fund Total	
141	Land Records Modernization	251,126	195,000	248,505	694,631	407,034	287,597	0	694,631	217,762	206,242	33,364	15.32%	402,641	154,136
118	County Board	193,583	0	10,000	203,583	203,583	0	0	203,583	160,260	156,853	33,323	20.79%	In General Fund Total	
277	Child Support	186,576	850,540	17,288	1,054,404	1,054,404	0	0	1,054,404	189,303	163,090	(2,727)	-1.44%	In General Fund Total	
198	Court Commissioner	184,745	49,735	8,431	242,911	242,911	0	0	242,911	178,907	185,448	5,838	3.26%	In General Fund Total	
212	Emergency Management	163,224	131,250	20,000	314,474	314,474	0	0	314,474	145,720	158,755	17,504	12.01%	In General Fund Total	
194	Coroner	158,202	32,000	0	190,202	190,202	0	0	190,202	175,604	127,012	(17,402)	-9.91%	In General Fund Total	
220	Register in Probate	157,486	25,800	0	183,286	183,286	0	0	183,286	154,613	199,053	2,873	1.86%	In General Fund Total	
166	Surveyor	79,141	0	0	79,141	79,141	0	0	79,141	81,026	81,346	(1,885)	-2.33%	In General Fund Total	
283	Environmental Health	75,435	593,578	40,000	709,013	709,013	0	0	709,013	47,903	45,949	27,532	57.47%	In General Fund Total	
354	Arts, Humanities, Historic Preservation	69,745	7,750	15,000	92,495	92,495	0	0	92,495	92,422	68,762	(22,677)	-24.54%	In General Fund Total	
384	UW-Platteville Baraboo Sauk County	60,000	0	0	60,000	60,000	0	0	60,000	102,500	102,500	(42,500)	-41.46%	In General Fund Total	
137	Charitable / Penal Fines	174	0	0	174	174	0	0	174	253	212	(79)	-31.23%	In General Fund Total	
81	Debt Service	0	1,486,089	376,686	1,862,775	1,862,775	0	0	1,862,775	0	0	0	--	753,374	376,688
357	CDBG-ED Revolving Loans	0	578,793	0	578,793	0	578,793	0	578,793	0	0	0	--	0	0
177	Workers Compensation	0	383,539	31,961	415,500	415,500	0	0	415,500	0	0	0	--	438,157	406,196
346	Women, Infants & Children	0	386,342	0	386,342	386,342	0	0	386,342	0	0	0	--	In General Fund Total	
137	Contingency	0	0	350,000	350,000	350,000	0	0	350,000	0	0	0	--	In General Fund Total	
251	Landfill Remediation	0	88,000	18,654	106,654	106,654	0	0	106,654	0	0	0	--	4,858,603	4,839,949
218	Jail Assessment	0	100,000	0	100,000	100,000	0	0	100,000	0	0	0	--	0	0
137	Transfer to Special Revenue Funds HS	0	0	56,000	56,000	56,000	0	0	56,000	0	0	0	--	In General Fund Total	
139	Insurance	0	57,711	0	57,711	50,000	0	7,711	57,711	0	0	0	--	470,662	478,373
361	CDBG-RLF Housing Rehab	0	20,000	0	20,000	20,000	0	0	20,000	0	0	0	--	2,886	2,886
281	Dog License Fund	0	20,500	0	20,500	16,694	0	3,806	20,500	0	0	0	--	-6,717	-2,911
210	Drug Seizures Fund	0	100	11,000	11,100	11,100	0	0	11,100	0	0	0	--	50,811	39,811

Sauk County 2020 Adopted Budget (Levy Use Order)

See Page	Department Name	Sources of Funds				Uses of Funds				2019	2018	\$ Change	% Change	Estimated	Estimated
		Tax Levy	Other Revenue	Use of Fund Balance	Total Sources	Non-Capital Expenditure	Capital Outlay	Addition to Fund Balance	Total Uses	Tax Levy	Tax Levy	2019 Amended to	2019 Amended to	Fund Balance	Fund Balance
										(as amended)	(as amended)	2020 Adopted	2020 Adopted	Beginning 2020	End 2020
240	Baraboo Dells Airport	0	0	0	0	0	0	0	0	4,100	4,100	(4,100)	-100.00%	In General Fund Total	
379	Parks (combined into LRE 2020)	0	0	0	0	0	0	0	0	303,373	297,861	(303,373)	-100.00%	In General Fund Total	
255	Pink Lady Rail Transit Commission (to Admin	0	0	0	0	0	0	0	0	750	1,200	(750)	-100.00%	In General Fund Total	
256	Reedsburg Airport	0	0	0	0	0	0	0	0	4,100	4,100	(4,100)	-100.00%	In General Fund Total	
383	Sauk County Development Corporation	0	0	0	0	0	0	0	0	50,000	50,000	(50,000)	-100.00%	In General Fund Total	
257	Sauk Prairie Airport, Inc.	0	0	0	0	0	0	0	0	4,100	4,100	(4,100)	-100.00%	In General Fund Total	
258	Tri-County Airport (to Admin Coord)	0	0	0	0	0	0	0	0	16,422	16,422	(16,422)	-100.00%	In General Fund Total	
259	Wisconsin River Rail Transit	0	0	0	0	0	0	0	0	30,000	28,000	(30,000)	-100.00%	In General Fund Total	
162	Register of Deeds	(303,469)	540,000	0	236,531	236,531	0	0	236,531	(319,818)	(320,434)	16,349	5.11%	In General Fund Total	
171	Treasurer	(577,626)	1,174,240	0	596,614	596,614	0	0	596,614	(747,246)	(432,593)	169,620	22.70%	In General Fund Total	
135	General Non-Departmental	(11,666,008)	11,366,508	300,000	500	500	0	0	500	(10,731,491)	(11,271,788)	(934,517)	-8.71%	40,975,584	33,705,282

	<u>2019 Amended</u>	<u>2020 Adopted</u>	<u>\$ Change</u>	<u>% Change</u>
Equalized Value (without tax incremental districts)	6,878,879,600	7,141,653,900	262,774,300	3.82%
Total Levy Rate	\$4.53	\$4.44	-\$0.09	-1.92%
Total Levy Amount	31,162,356	31,730,876	568,520	1.82%
Impact of a one penny increase to the mil rate	\$68,789	\$71,417	\$2,628	3.82%
Impact of a one penny increase to the mil rate on an average residential property	\$1.82	\$1.89	\$0.07	3.82%
Average residential property value	\$181,500	\$188,600	\$7,100	3.91%
Average County tax on an average residential property	\$822.22	\$837.96	\$15.74	1.91%

ACRONYMS

- A -

ADA	Americans with Disabilities Act
ADL	Activities of Daily Living
ADRC	Aging and Disability Resource Center
AFC	Adult Family Care
AFDC	Aids to Families with Dependent Children
AFSCME	American Federation of State, County, Municipal Employees
AODA	Alcohol and Other Drug Addictions

- B -

BAAP	Badger Army Ammunition Plant
BAN	Bond Anticipation Note
BRPP	Baraboo Range Protection Program

- C -

CAFR	Consolidated Annual Financial Report
CASA	Court Appointed Special Advocate
CBRF	Community Based Residential Facility
CCAP	Consolidated Courts Automation System
CDBG	Community Development Block Grant
CHIPS	Children in Need of Protective Services
CIP	Capital Improvement Plan
CIP	Community Integration Program
CJCC	Criminal Justice Coordinating Council
COG	Continuity of Government
COOP	Continuity of Operations
COP	Community Options Program
CMO	Care Management Organization
CMS	Centers for Medicare & Medicaid Services
CNA	Certified Nursing Assistant
CPZ	Conservation, Planning & Zoning
CRD	Community Resource Development
CUSIP	Committee on Uniform Securities Identification Procedures

- D -

DHS	Department of Human Services
DOR	Department of Revenue
DOT	Department of Transportation
DTM	Digital Terrain Model

- E -

EAP	Emergency Assistance Program
ED	Economic Development
EM	Emergency Management
EMBS	Emergency Management, Building Services
EOC	Emergency Operations Center

- F -

FACT	Farmers and Agriculture Together
FC	Family Care
FDD	Facility for the Developmentally Disabled
FEMA	Federal Emergency Management Association
FRSB	Flood Recovery Small Business
FTE	Full-Time Equivalent

- G -

GAAP	Generally Accepted Accounting Principles
GAL	Guardian Ad Litem
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographical Information System
GPS	Global Positioning System
GSST	Great Sauk State Trail

- H -

HARN	High Accuracy Reference Network
HAZMAT	Hazardous Materials
HCC	Health Care Center
HCE	Home, Community, Education
HIPAA	Health Insurance Portability & Accountability Act
HR	Human Resources

- I -

ICC	Intercounty Coordinating Committee
ICF/MR	Intermediate Care Facility for the Mentally Retarded
ICS	Incident Command System
IGT or ITP	Intergovernmental Transfer Program
IOWC	Issue of Worthless Checks
ISS	Intensive Supervision Services
IT	Information Technology

- J -

JDS	Justice, Diversion, & Support
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ACRONYMS

- L -

LEC Law Enforcement Center
 LOMA Letter of Map Amendments
 LPN Licensed Practical Nurse
 LTE Limited Term Employee

- M -

MA Medical Assistance or Medicaid
 MATC Madison Area Technical College
 MCO Managed Care Organization
 MDS Minimum Data Set
 MIRG Management Intensive Rotational Grazing
 MIS Management Information Systems
 MOA Memorandum of Agreement
 MOU Memorandum of Understanding

- N -

NA Not Applicable
 NFP Nurse Family Partnership
 NH Nursing Home
 NRCS Natural Resources Conservation Service

- O -

OMB Office of Management and Budget (United States)
 OT Occupational Therapy

- P -

P&Z Planning and Zoning
 PGW Persian Gulf War
 PLSS Public Land Survey System
 PT Physical Therapy or Part-Time
 PUD Planned Unit Development

- R -

RCAC Residential Care Apartment Complex
 RCPP Regional Conservation Partnership Program
 RLF Revolving Loan Fund
 RN Registered Nurse

- S -

SARA Superfund Amendment and Reauthorization Act
 SCIL Sauk County Institute of Leadership
 SCPP Sauk County Preservation Program
 SNF Skilled Nursing Facility
 SNS Strategic National Stockpile
 ST Speech Therapy
 SWOT Strengths, Weaknesses, Opportunities, Threats

- T -

TBD To Be Determined
 TDD Telecommunications Device for the Deaf
 TID Tax Incremental District
 TIF Tax Incremental Financing
 TPR Termination of Parental Rights
 TRIAD Combined Law Enforcement Agency for the Reduction of Crime
 TRM Targeted Runoff Management
 TTY Text Telephone

- U -

UCC Uniform Commercial Code
 USDA United States Department of Agriculture
 USDVA United States Department of Veterans Affairs
 UW University of Wisconsin
 UWEX University of Wisconsin-Extension

- V -

VIMS Veterans Information Messaging System

- W -

WILA Wisconsin Land Information Association
 WIC Women, Infants and Children
 WISDNR Wisconsin Department of Natural Resources
 WISDOT Wisconsin Department of Transportation
 WNEP Wisconsin Nutrition Education Program
 WPPA Wisconsin Professional Police Association
 WRS Wisconsin Retirement System

- Y -

YEPS Youth Environmental Projects of Sauk County
 YODA Youth Opportunity Day

GLOSSARY

(As these terms apply to Sauk County)

ACCOUNTING BASIS

The basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements.

ACCRUAL ACCOUNTING

Accounting basis whereby revenues are reported in the period in which they are earned and expenses reported in the period in which they are incurred. For instance, a revenue would be recorded when and in the amount of an invoice being issued, not when and to the extent a payment is made. Used by proprietary funds.

ADA

Americans with Disabilities Act; federal legislation (P.L. 101-336) requiring equal opportunity for the disabled in the access to programs and services and in employment matters.

AFDC

Aids to Families with Dependent Children; the former income maintenance program, now replaced by W-2, providing payments to low-income households with children.

AGENCY FUNDS

Fund to account for dollars of which the County is a custodian. The County does not manage the funds or make decisions about their use.

AODA

Alcohol and Other Drug Abuse; services to individuals experiencing alcohol and/or other drug abuse.

AMENDED BUDGET

The budget in place as of the compilation of the budget book. The budget is changed throughout the year by County Board action. (Amended, modified and revised are interchangeable for this purpose.)

APPROPRIATION

An authorization by the County Board which permits public officials to incur obligations against and make expenditures of resources for specific purposes. Appropriations are generally made for a fixed amount and are usually granted for a one-year period.

ADOPTED BUDGET

The budget approved by the County Board in November for the fiscal year beginning January 1.

ASSESSED VALUATION

A valuation set upon real estate and certain personal property by the municipal assessor, as a basis for levying property taxes. This amount may be above or below the current market value of the property. Taxes are not levied on assessed value; they are levied on equalized value.

ASSETS

Property and resources owned or held which have monetary value.

AUDIT

An independent review of financial statements in accordance with generally accepted auditing standards in order to express an opinion on the financial statements.

AUTHORIZED POSITIONS

Regular, full-time or regular part-time positions as authorized by County Board approval.

BALANCE SHEET

A statement which discloses the financial condition of an entity by assets, liabilities, reserves, and equities of a fund or account group at a specific date to exhibit financial position.

BALANCED BUDGET

A financial plan in which operating (ongoing) expenditures or expenses do not exceed operating (ongoing) revenues over the long term.

GLOSSARY

(As these terms apply to Sauk County)

BOND ANTICIPATION NOTES (BANs)

Short-term (one year or less) debt issued to provide funding. This short-term debt is expected to be paid off by the issue of long-term bonds.

BONDS

A written promise to pay (debt) a specific sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt.

BUDGET

A plan of financial operation embodying an estimate of proposed expenditures and revenues for a given fiscal year. It specifies the type and level of county services to be provided, while limiting, through the appropriation process, the amount of money that can be spent. The adopted budget determines the property tax levy. Budgets are adopted for the following fiscal year but can be modified through County Board action.

BUDGET, ADOPTED

See Adopted Budget

BUDGET, AMENDED

BUDGET, MODIFIED

BUDGET, REVISED

The budget in place as of the compilation of the budget book. The budget is changed throughout the year by County Board action. (Amended, modified and revised are interchangeable for this purpose.)

BUDGET MESSAGE

The opening section of the budget, prepared by the Administrative Coordinator, provides the County Board of Supervisors and the public with a general summary of the most important aspects of budget policy, including changes from the current and previous fiscal years.

BUDGETARY CONTROL

The control or management of a governmental unit in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorization.

BUDGETED POSITIONS

Authorized positions that are funded in the current or ensuing budget year.

CAFR

Comprehensive Annual Financial Report.

CAPITAL IMPROVEMENT PLAN (CIP)

A projection of capital improvements anticipated over the following ten years. Reviewed and updated annually, the plan assists in budgeting and financing decisions.

CAPITAL OUTLAY

The cost of acquisition of operating equipment items such as vehicles and office equipment. These items generally have a useful life of less than three years and are included in the operating budget.

CAPITAL IMPROVEMENT

An active or proposed non recurrent expenditure in one or more specified plan years of an amount usually in excess of \$25,000 for costs associated with a permanent fixed asset (e.g. Building, land, highway and technology improvements, equipment) which has a useful life or extends the useful life of an existing fixed asset, usually in excess of seven (7) years.

CAPITAL PROJECTS FUND

Fund to account for the purchase or construction of major capital facilities which are not financed by proprietary funds.

CARRY FORWARD FUNDS

Funds budgeted but unexpended during a budget year which are brought forward as additions to the subsequent year's budget. Carry forward funds can only be approved through County Board action.

GLOSSARY

(As these terms apply to Sauk County)

CASH ACCOUNTING

Accounting basis by which amounts are recorded on the day cash changes hands. For instance, a revenue would be recorded when and to the extent a payment is made, not when and in the amount of an invoice being issued.

CDBG

Community Development Block Grant.

CHIPS

Child in Need of Protective Services

COMMITTEES AND BOARDS

Members consist of both County Board Supervisors and citizens. Most commission and board members are appointed by the Chairperson of the Board of Supervisors and approved by the full County Board. The Executive and Legislative Committee is the only committee elected by the full County Board. Responsibilities include making policy recommendations that affect county government services and operations.

COMMUNITY INTEGRATION PROGRAM IA (CIP I A)

A Medical Assistance funded program to provide community services to persons who are relocated from the State Centers for the Developmentally Disabled. County participation was mandated effective January 1, 1996.

COMMUNITY INTEGRATION PROGRAM IB (CIP I B)

A Medical Assistance funded program to provide community services to persons with developmental disabilities who are relocated or diverted from nursing homes and Intensive Care Facility's-Mental Retardation (other than the centers).

COMMUNITY INTEGRATION PROGRAM II (CIP II)

A Medical Assistance funded program to provide community services to elderly and physically disabled persons after a nursing home bed is closed. County participation was mandated effective January 1, 1990.

COMMUNITY OPTIONS PROGRAM WAIVER (COP-Waiver;COP-W)

Provides Medical Assistance funding for home and community-based care for elderly and physically disabled citizens who have long-term care needs and who would otherwise be eligible for Medical Assistance reimbursement in a nursing home. County participation was mandated effective January 1, 1990.

COMMUNITY SUPPORTED LIVING ARRANGEMENTS (CSLA-Waiver)

A Medical Assistance funded home and community based waiver program serving the same target group as CIP IB. CSLA provides funds that enable individual to be supported in their own homes.

CONTINGENCY FUNDS

Assets or other resources set aside to provide for unforeseen expenditures or for anticipated expenditures of uncertain amounts.

CUSIP

A universally accepted industry standard for securities identification and descriptions.

DEBT SERVICE

Payment of interest, principal, and related costs to holders of a government's debt instruments.

DEBT SERVICE FUND

Fund for accumulation of and the payment of general long-term debt principal and interest.

DEPRECIATION

That portion of the cost of a fixed asset which is charged as an expense during a particular period due to the expiration of the useful life to the asset resulting from wear and tear, deterioration or obsolescence.

GLOSSARY
(As these terms apply to Sauk County)

EFFECTIVENESS MEASURE

A type of performance measure that identifies results, accomplishments or quality of the item or service provided. Also outcome measure.

EFFICIENCY MEASURE

A type of performance measure that reports the measure of how much output or outcome can be produced or provided by a given resource level or how much input it takes to produce a given level of outcome. Indicators that quantify the relationship between inputs and outputs which can be expressed as productivity ratios or a unit-cost ratios.

ENCUMBRANCE

Amounts committed to be spent (i.e. a contract has been signed) but for which services have not yet been performed to make the County fully liable for payment.

ENTERPRISE FUNDS

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed primarily through user charges; or where the governing body has decided the periodic determination of revenues earned, expenses incurred, and /or net income is appropriate for capital maintenance, public policy management control, accountability, or other purposes.

EQUALIZED PROPERTY VALUATION

The State of Wisconsin's estimate of the current market value of property. Equalized value is used to apportion property tax levies (county, school districts, vocational technical and adult education districts). Generally also called fair market value of full value.

EQUITY

The excess of assets over liabilities. Also referred to as fund balance, or retained earnings.

EXPENDITURE

The use of a financial resource for current operating expenses, debt service or a capital project.

FIDUCIARY FUNDS

See Trust and Agency Funds.

FINANCIAL STATEMENTS

Presentation of financial data which shows the financial position and the results of financial operations of a fund, a group of accounts, or an entire entity for a particular accounting period.

FISCAL YEAR

Twelve month period to which the annual operating budget applies. Sauk County uses a January 1 to December 31 calendar year as its fiscal year.

FRINGE BENEFITS

Compensation in addition to regular salary provided to an employee.

FULL TIME EQUIVALENT (FTE)

A term used to compare the hours budgeted for regular full-time and regular part-time, temporary part-time and overtime based on 2,080 hours annually of a full time position.

FUND

A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions, or limitations.

GLOSSARY

(As these terms apply to Sauk County)

FUND BALANCE

The difference between fund assets and fund liabilities.

- Nonspendable-Amounts that cannot be spent because they are not in spendable form, or legally/contractually required to be remain intact.
- Restricted-Amounts are restricted by external parties or laws / regulations of other governments or restricted by law through constitutional provisions or enabling legislation.
- 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.
- Assigned-Amounts constrained by the government's intent to be used for specific purposes that are neither restricted or committed.
- Unassigned-A residual classification for the General Fund. The total fund balance less amounts categorized as nonspendable, restricted, committed or assigned.

GAAP

Generally Accepted Accounting Principles. Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity.

GASB

Governmental Accounting Standard Board. A national organization that promulgates governmental GAAP.

GENERAL FUND

The General Operating Fund of the County used to account for all financial transactions except those required to be accounted for in another fund.

GENERAL FUND BALANCE APPLIED

Financing method which reduces both the General Fund balance and the tax levy required by applying general fund resources to offset expenses within a given budget year.

GOALS

A statement of the ideal desired outcomes for a division, department, program or the County as a whole. Should reflect desired outcomes or results as identified in the vision.

GOVERNMENTAL FUNDS

A category of funds through which most governmental functions are financed. The measurement focus is on spending, so typically only current assets and current liabilities are included on these funds' balance sheets. Includes the general, special revenue, capital projects, and debt service funds.

GRANTS AND AIDS

A category of revenue that represents funds received from the state or federal government. The funds may have been given to the county for a specific purpose or for general county use.

INDIRECT COST ALLOCATION PLAN

A methodology that allocates the allowable costs of central service departments to grantee departments or programs. Its purpose is to determine the full cost of a program to maximize federal reimbursements. Central services departments are those that generally provide services to other county departments such as the Administrative Coordinator or Accounting. Grantee departments are those that provide services directly to the public.

INFORMATION SERVICES CHARGEBACKS

The cost of services and equipment provided by the Management Information Systems Department to other departments on a cost reimbursement basis.

INPUT INDICATOR

A type of performance measure indicating the volume of resources used in delivering a program or service.

GLOSSARY

(As these terms apply to Sauk County)

INTERGOVERNMENTAL REVENUES

A category of revenue that represents funds received from other governmental units for services provided by the county.

INTERNAL SERVICE FUND

Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the county, or to other governmental units, on a cost-reimbursement basis. Internal service funds include the Highway Department and County Insurance Funds.

MA

Medical Assistance. A state health care financing program.

MAJOR FUND

A fund is considered major if it is the primary operating fund of the County, or meets the following criteria: (1) Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type. (2) The same element of the individual governmental fund or enterprise fund that met the 10 percent test is at least five percent of the corresponding total for all governmental and enterprise funds combined. In addition, any other governmental or proprietary fund that the County believes is particularly important to financial statement users may be reported as a major fund. The County has three major funds: General, Human Services, and Debt Service.

MILL RATE

(See TAX LEVY RATE)

MISSION

A statement defining the major reasons for the existence of the County and its departments, including the departments' purpose in County government.

MODIFIED ACCRUAL ACCOUNTING

A basis of accounting which recognizes revenues when they become measurable and available. Expenditures are generally recognized when the related liability is incurred. Major exceptions include accumulated vacation and sick accruals, pension expenditures, and interest on long-term debt.

MODIFIED BUDGET

The budget in place as of the compilation of the budget book. The budget is changed throughout the year by County Board action. (Amended, modified and revised are interchangeable for this purpose.)

MOU

Memorandum of Understanding.

NON-DEPARTMENTAL

A grouping of revenues and expenditures that is not under the direction of any county department. Generally appropriations to outside agencies and miscellaneous revenues and expenditures.

NON-MAJOR FUND

A fund that is not considered a major fund.

NOTES

A written promise to pay (debt) a specific sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Notes are typically for a term of less than 10 years.

OBJECTIVES

Specific, measurable, achievable, realistic and time bound outcomes.

GLOSSARY

(As these terms apply to Sauk County)

OPERATING BUDGET

Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled. Essential for sound financial management.

OPERATING TRANSFERS

All interfund transfers other than residual equity transfers.

ORDINANCE

A rule, law, or regulation that is enacted by a municipality.

OTHER FINANCING SOURCES

Funds received from general long-term debt proceeds, operating transfers in, and material proceeds of fixed asset dispositions. Such amounts are classified separately from revenues.

OTHER FINANCING USES

Funds used for operating transfers out. Such amounts are classified separately from expenditures.

OUTCOME MEASURES

A type of performance measure that identifies results, accomplishments or quality of the item or service provided. Used to evaluate the quality and effectiveness of programs and services. Also effectiveness measure.

OUTSIDE AGENCIES

Entities to whom the County provides funding, but who are not part of County government.

OUTPUT MEASURES

A type of performance measure that reports the quantity or volume of products and services provided by the program.

PERFORMANCE MEASURES

Indicators that allow the assessment of program accomplishments.

POLICIES, BUDGET

Overarching courses of action to prudently guide budget decisions.

POSITION SUMMARY

The list of budgeted full-time positions within each organizational unit. Positions are expressed in terms of full-time equivalents (FTE's).

PRIORITIES, BUDGET

Broad, overarching goals to promote accomplish Sauk County's mission.

PROPERTY TAX

Taxes levied on both real and personal property according to the property's equalized valuation and the tax rate.

PROPRIETARY FUNDS

The category of funds used to account for ongoing activities similar to those also found in the private sector. Includes enterprise and internal service funds.

RETAINED EARNINGS

The difference between assets and liabilities of proprietary funds.

REVISED BUDGET

The budget in place as of the compilation of the budget book. The budget is changed throughout the year by County Board action. (Amended, modified and revised are interchangeable for this purpose.)

SINGLE AUDIT

A comprehensive financial and compliance audit pursuant to Federal and State Uniform Grant Guidance (formerly OMB Circular A-133) of an entity receiving federal funds.

SHARED REVENUE

Distribution of state funds to municipalities/counties of unrestricted aid. It's policy goals are; property tax relief, equalization of revenue raising ability among local governments, and compensation for utility property.

GLOSSARY

(As these terms apply to Sauk County)

SPECIAL REVENUE FUND

Special revenue funds are used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditures for specific purposes.

STANDING COMMITTEES

Committees that are organized for an undetermined length of time. There are thirteen standing committees of the County Board.

STRATEGIC ISSUES

Fundamental policy choices or critical challenges that must be addressed in order for Sauk County to achieve its vision and mission.

STRATEGIC PLAN

Formal long-range plan that defines and identifies organizational goals that will allow the organization to achieve its mission.

STATUTE

The body of written law enacted by the State or Federal Legislative body.

TAX LEVY

The total amount to be raised by general property taxes, for the purposes stated in the budget, to support County activities. Property taxes are levied in the current year for subsequent year appropriations.

TAX LEVY RATE (MILL RATE)

The amount of taxes levied for each \$1,000 (mill) of equalized property valuation. For example, a tax levy budget of \$2.5 million with a property tax base of \$1 billion (equalized value of all taxable property) would generate a levy rate of \$2.50 per \$1,000 of equalized value. On a house valued at \$100,000, the property tax would equal \$250 ($\$100 \times \2.50).

TID

Tax Incremental District refers to a geographic area established by resolution of a local legislative body according to the provisions of Chapter 66.86 of the Wisconsin Statutes. This section of the statutes, referred to as the "Tax Increment Law" provides a means for financing improvements through the increase in the equalized value of the district. Because taxes on this incremental increase in value are dedicated to paying improvements, general property taxes are not apportioned to the incremental increase.

TRANSFERS TO / FROM OTHER FUNDS (See OPERATING TRANSFERS)

TRUST FUNDS

Funds used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. May be expendable or non-expendable.

VISION

Defines where the County and its departments would ideally like to be. It defines guiding principles, values, and the long range result of work.

VITAL RECORD

A certificate of birth, death, divorce or annulment, a marriage document or a fetal death report, which Chapter 69 of the State Statutes requires to be prepared whenever one of these events occurs.

WORKING CAPITAL

Minimum fund balance requirement. Set by Financial Policy 5-94, Fund Balance/Retained Earning and Contingent Funds Policy.

WRS

Wisconsin Retirement System; a multiple-employer public employee retirement system.

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