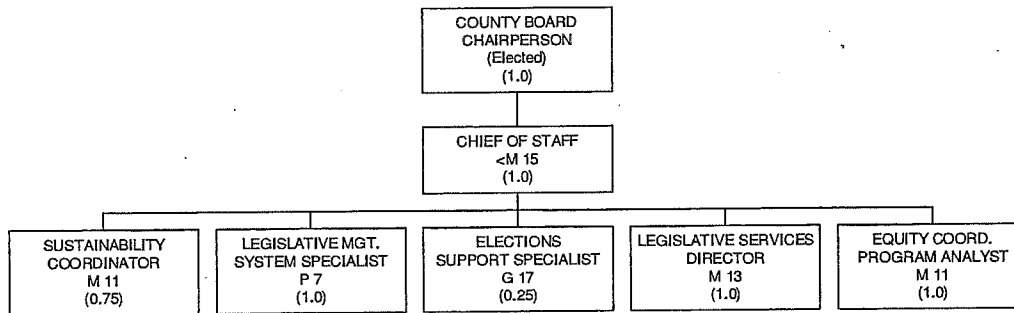


COUNTY BOARD



6/17/2014

**COUNTY OF DANE
BUDGETED POSITIONS**

CLASSIFICATION TITLE	2014 RANGE	2013	2014	2015		
				REQUESTED NO.	RECOMMENDED NO.	ADOPTED NO.
COUNTY BOARD						
COUNTY BOARD CHAIRPERSON	ME 37,000 H	1.00 H	1.00 H	1.00 H		
COUNTY BOARD SUPERVISOR	ME 8,200 C	NA C	NA C	NA C		
CHIEF OF STAFF	M 15	1.00	1.00	1.00		
LEGISLATIVE SERVICES DIRECTOR	M 13	1.00 D	1.00 D	1.00 D		
SUSTAINABILITY COORDINATOR	M 11	0.75	0.75	0.75		
EQUITY COORDINATOR/PROGRAM ANALYST	M 11	0.50 J	1.00 K	1.00 K		
LEGISLATIVE MANAGEMENT SYSTEM SPECIALIST	P7	0.00	1.00	1.00		
ADMINISTRATIVE ASSISTANT II	G 17	1.00	0.00	0.00		
ELECTIONS SUPPORT SPECIALIST	G 17	0.25	0.25	0.25		
COUNTY BOARD TOTAL		5.50	6.00	6.00	0.00	0.00

- C - PURSUANT TO DANE COUNTY ORDINANCES, SECTION 6.03, AS AUTHORIZED BY ORD. AMDT. 39, 07-08, ADOPTED NOVEMBER 15, 2007, EFFECTIVE AT THE TERM OF THE COUNTY BOARD COMMENCING ON APRIL 15, 2008.
- D - POSITION 1749 UNFUNDED. POSITION AUTHORITY REMAINS.
- H - SUB. 1 TO ORDINANCE AMENDMENT 31, 11-12, ADOPTED NOVEMBER 14, 2011, THE CHAIRPERSON SHALL RECEIVE AS TOTAL COMPENSATION AN ANNUAL SALARY OF \$37,000 PAYABLE AS SET FORTH IN S. 6.045.
- J - POSITION EFFECTIVE AUGUST 1, 2013.
- K. INCUMBENT IN POSITION #2537 IN THE COUNTY EXECUTIVE - OFFICE OF EQUAL OPPORTUNITY TO BE TRANSFERRED TO EQUITY COORDINATOR /PROGRAM ANALYST

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Dept: County Board	06	DANE COUNTY	Fund Name: General Fund
Prgm: Legislative Services	100/00		Fund No: 1110

Mission:
 To effectively represent the people of Dane County, providing services which secure the blessings of freedom, ensure domestic tranquility, promote the general welfare, and perfect the forms of government.

Description:
 The Dane County Board of Supervisors consists of 37 members elected to two year terms in the spring of even-numbered years. The County Board establishes policy for, and oversees the activities of, Dane County government. Chapter 59 of the Wisconsin State Statutes authorizes over 100 general powers for county boards. Responsibilities include, but are not limited to, county administration and finance, health and human services, public protection and safety, cultural affairs and education, transportation, land use and zoning administration. Each supervisor serves on one of six standing committees and also may serve on the Executive Committee. Supervisors also may be appointed by the Board Chair or County Executive to other boards and commissions that are created by the Board or are advisory to the Executive. County Board staff consists of 2.75 FTE analysts, as well as one full-time legislative management system specialist and one .25 FTE position to provide support. Staff responsibilities include analysis, research, planning, program evaluation, policy development, committee staffing, sustainability and equity coordination, in addition to coordination of the Criminal Justice Council, legislative tracking administration, clerical, and other support activities. The Board Chair also is considered a salaried employee for payroll purposes. The Board typically meets twice monthly to carry out its business.

	Actual 2013	Adopted 2014	2013 Forward	Board Transfers	Budget As Modified	2014 YTD	Estimated 2014	Department Request
PROGRAM EXPENDITURES								
Personnel Costs	\$721,916	\$834,499	\$0	\$0	\$834,499	\$225,305	\$831,913	\$849,600
Operating Expenses	\$58,666	\$68,945	\$24,000	\$0	\$92,945	\$44,625	\$90,200	\$69,545
Contractual Services	\$37,637	\$131,600	\$172,763	\$0	\$304,363	\$57,812	\$304,363	\$131,200
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$818,220	\$1,035,044	\$196,763	\$0	\$1,231,807	\$327,741	\$1,226,476	\$1,050,345
PROGRAM REVENUE								
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$0	\$0	\$24,000	\$0	\$24,000	\$0	\$24,000	\$0
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fines, Forfeits & Penalties	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Charges for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Charge for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$24,000	\$0	\$24,000	\$0	\$24,000	\$0
GPR SUPPORT	\$818,220	\$1,035,044			\$1,207,807			\$1,050,345
F.T.E. STAFF	5.500	6.000					6.000	6.000

Dept: County Board	06								Fund Name: General Fund
Prgm: Legislative Services	100/00								Fund No.: 1110
DI#	2015 Base	Net Decision Items							2015 Requested Budget
		01	02	03	04	05	06	07	
PROGRAM EXPENDITURES									
Personnel Costs	\$849,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$849,600
Operating Expenses	\$68,945	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$69,545
Contractual Services	\$131,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$131,200
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,049,745	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$1,050,345
PROGRAM REVENUE									
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fines, Forfeits & Penalties	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Charges for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Charge for Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GPR SUPPORT	\$1,049,745	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$1,050,345
F.T.E. STAFF	6.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	6.000

NARRATIVE INFORMATION ABOUT DECISION ITEMS SHOWN ABOVE		Expenditures	Revenue	GPR Support
2015 BUDGET BASE		\$1,049,745	\$0	\$1,049,745
DI #	COBD-LEG-1 Membership Dues			
DEPT	Increase membership dues by \$600 to reflect an increase in the National Association of Counties dues in 2014 and participation in the Urban Sustainability Directors Network.	\$600	\$0	\$600
EXEC				\$0
ADOPTED				\$0
NET DI # COBD-LEG-1		\$600	\$0	\$600
2015 REQUESTED BUDGET		\$1,050,345	\$0	\$1,050,345

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DEPARTMENT: County Board
PROGRAM: Legislative Services

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YR	ORG CODE	OBJECT CODE	DESCRIPTION	2013 EXPENDITURES	ADOPTED BUDGET 2014	2013 CARRYFORWRD	2014 COUNTY BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL EXPENDITURES YTD	ESTIMATED EXPENDITURES TOTAL	AGENCY BASE
15	COBOARD	10009	SALARIES AND WAGES	\$556,928	\$639,301	\$0	\$0	\$639,301	\$173,610	\$639,301	\$658,500
15	COBOARD	10027	OVERTIME	\$1	\$300	\$0	\$0	\$300	\$38	\$200	\$300
15	COBOARD	10072	LIMITED TERM EMPLOYEES	\$7,567	\$7,000	\$0	\$0	\$7,000	\$0	\$7,000	\$7,000
15	COBOARD	10090	PER MEETING	\$32,073	\$37,500	\$0	\$0	\$37,500	\$12,107	\$37,500	\$37,500
15	COBOARD	10099	RETIREMENT FUND	\$25,071	\$30,534	\$0	\$0	\$30,534	\$8,069	\$30,534	\$29,300
15	COBOARD	10108	SOCIAL SECURITY	\$43,253	\$52,330	\$0	\$0	\$52,330	\$13,577	\$52,330	\$53,800
15	COBOARD	10117	HEALTH	\$50,744	\$58,418	\$0	\$0	\$58,418	\$16,420	\$56,103	\$53,500
15	COBOARD	10153	DENTAL	\$4,562	\$5,770	\$0	\$0	\$5,770	\$1,170	\$5,530	\$4,800
15	COBOARD	10171	DISABILITY INSURANCE	\$437	\$1,035	\$0	\$0	\$1,035	\$282	\$1,088	\$1,200
15	COBOARD	10180	LIFE INSURANCE	\$94	\$111	\$0	\$0	\$111	\$32	\$127	\$200
15	COBOARD	10185	FSA ADMINISTRATION FEE	\$88	\$100	\$0	\$0	\$100	\$0	\$100	\$100
15	COBOARD	10189	WORKERS COMPENSATION	\$1,100	\$2,100	\$0	\$0	\$2,100	\$0	\$2,100	\$3,400
15	COBOARD	20648	CONFERENCES AND TRAINING	\$11,731	\$17,122	\$0	\$0	\$17,122	\$1,933	\$12,000	\$17,122
15	COBOARD	21413	LIBRARY	\$124	\$300	\$0	\$0	\$300	\$264	\$276	\$300
15	COBOARD	21584	MEMBERSHIP FEES	\$36,972	\$37,400	\$0	\$0	\$37,400	\$37,729	\$37,729	\$37,400
15	COBOARD	22043	PRTNG STA & OFFICE SUPPLIES	\$9,133	\$7,583	\$0	\$0	\$7,583	\$3,917	\$9,920	\$7,583
15	COBOARD	22145	RACIAL JUSTICE IMPROVEMNT PROJ	\$0	\$0	\$24,000	\$0	\$24,000	\$0	\$24,000	\$0
15	COBOARD	22250	REPAIR OF EQUIPMENT	\$0	\$5,600	\$0	\$0	\$5,600	\$581	\$5,600	\$5,600
15	COBOARD	22259	SUNDRY	\$0	\$100	\$0	\$0	\$100	\$0	\$0	\$100
15	COBOARD	22529	TRAVEL EXPENSE	\$0	\$40	\$0	\$0	\$40	\$0	\$40	\$40
15	COBOARD	22646	TELEPHONE	\$706	\$800	\$0	\$0	\$800	\$201	\$635	\$800
15	COBOARD	22736	AUDITING SERVICES - POS	\$16,980	\$68,000	\$123,375	\$0	\$191,375	\$53,645	\$191,375	\$68,000
15	COBOARD	30390	INSURANCE	\$1,400	\$2,400	\$0	\$0	\$2,400	\$0	\$2,400	\$2,000
15	COBOARD	31260	OUTREACH SERVICES-POS	\$6,470	\$12,000	\$13,400	\$0	\$25,400	\$1,460	\$25,400	\$12,000
15	COBOARD	31836	POS-INTERPRETER	\$0	\$300	\$0	\$0	\$300	\$0	\$300	\$300
15	COBOARD	31956	SOFTWARE MAINTENANCE	\$0	\$36,000	\$35,988	\$0	\$71,988	\$0	\$71,988	\$36,000
15	COBOARD	32431	VIDEO SERVICES	\$12,787	\$12,900	\$0	\$0	\$12,900	\$2,707	\$12,900	\$12,900
15	COBOARD	32771									
TOTAL EXPENDITURES				\$818,220	\$1,035,044	\$196,763	\$0	\$1,231,807	\$327,741	\$1,226,476	\$1,049,745

DEPARTMENT: County Board
 PROGRAM: Legislative Services

YR	ORG CODE	OBJECT CODE	DESCRIPTION	C A P B D	AGENCY BASE	DECISION ITEM #1	DECISION ITEM #2	DECISION ITEM #3	DECISION ITEM #4	DECISION ITEM #5	DECISION ITEM #6	DECISION ITEM #7	AGENCY REQUEST
					\$658,500								\$658,500
15	COBOARD	10009	SALARIES AND WAGES		\$658,500								\$300
15	COBOARD	10027	OVERTIME		\$300								\$7,000
15	COBOARD	10072	LIMITED TERM EMPLOYEES		\$7,000								\$37,500
15	COBOARD	10090	PER MEETING		\$37,500								\$29,300
15	COBOARD	10099	RETIREMENT FUND		\$29,300								\$53,800
15	COBOARD	10108	SOCIAL SECURITY		\$53,800								\$53,500
15	COBOARD	10117	HEALTH		\$53,500								\$4,800
15	COBOARD	10153	DENTAL		\$4,800								\$1,200
15	COBOARD	10171	DISABILITY INSURANCE		\$1,200								\$200
15	COBOARD	10180	LIFE INSURANCE		\$200								\$100
15	COBOARD	10185	FSA ADMINISTRATION FEE		\$100								\$3,400
15	COBOARD	10189	WORKERS COMPENSATION		\$3,400								\$17,122
15	COBOARD	20648	CONFERENCES AND TRAINING		\$17,122								\$300
15	COBOARD	21413	LIBRARY		\$300								\$38,000
15	COBOARD	21584	MEMBERSHIP FEES		\$37,400	\$600							\$7,583
15	COBOARD	22043	PRTNG STA & OFFICE SUPPLIES		\$7,583								\$0
15	COBOARD	22145	RACIAL JUSTICE IMPROVEMNT PROJ		\$0								\$5,600
15	COBOARD	22250	REPAIR OF EQUIPMENT		\$5,600								\$100
15	COBOARD	22529	SUNDRY		\$100								\$40
15	COBOARD	22646	TRAVEL EXPENSE		\$40								\$800
15	COBOARD	22736	TELEPHONE		\$800								\$68,000
15	COBOARD	30390	AUDITING SERVICES - POS		\$68,000								\$2,000
15	COBOARD	31260	INSURANCE		\$2,000								\$12,000
15	COBOARD	31836	OUTREACH SERVICES-POS		\$12,000								\$300
15	COBOARD	31956	POS-INTERPRETER		\$300								\$36,000
15	COBOARD	32431	SOFTWARE MAINTENANCE		\$36,000								\$12,900
15	COBOARD	32771	VIDEO SERVICES		\$12,900								\$0
			TOTAL EXPENDITURES		\$1,049,745	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$1,050,345

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DEPARTMENT: County Board
 PROGRAM: Legislative Services

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YR	ORG CODE	OBJECT CODE	DESCRIPTION	2013 REVENUES	ADOPTED BUDGET 2014	2013 CARRYFORWRD	2014 COUNTY BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL REVENUES YTD	ESTIMATED REVENUES TOTAL	AGENCY BASE
15	COBOARD	80376	RACIAL JUSTICE IMPROVEMNT PROJ	\$0	\$0	\$24,000	\$0	\$24,000	\$0	\$24,000	\$0
			TOTAL REVENUES	\$0	\$0	\$24,000	\$0	\$24,000	\$0	\$24,000	\$0

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DEPARTMENT: County Board
 PROGRAM: Legislative Services

YR	ORG CODE	OBJECT CODE	DESCRIPTION	C A P B D	AGENCY BASE	DECISION	DECISION	DECISION	DECISION	DECISION	DECISION	DECISION	AGENCY REQUEST
						ITEM #1	ITEM #2	ITEM #3	ITEM #4	ITEM #5	ITEM #6	ITEM #7	
15	COBOARD	80376	RACIAL JUSTICE IMPROVEMNT PROJ		\$0								\$0
			TOTAL REVENUES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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DEPARTMENT County Board
 PROGRAM Legislative Services

OPERATING BUDGET SUMMARY

PROGRAM SUMMARY	2013 ACTUAL	ADOPTED BUDGET 2014	2013 CARRYFORWRD	2014 COUNTY BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL YTD	ESTIMATED TOTAL	TOTAL ESTIMATED CARRYFORWRD	AGENCY BASE
PERSONNEL COSTS	\$721,916	\$834,499	\$0	\$0	\$834,499	\$225,305	\$831,913	\$0	\$849,600
OPERATING EXPENSE	\$58,666	\$68,945	\$24,000	\$0	\$92,945	\$44,625	\$90,200	\$0	\$68,945
CONTRACTUAL SERVICES	\$37,637	\$131,600	\$172,763	\$0	\$304,363	\$57,812	\$304,363	\$0	\$131,200
OPERATING CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROGRAM EXPENDITURES	\$818,220	\$1,035,044	\$196,763	\$0	\$1,231,807	\$327,741	\$1,226,476	\$0	\$1,049,745
LESS REVENUES									
TAXES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL REVENUE	\$0	\$0	\$24,000	\$0	\$24,000	\$0	\$24,000	\$0	\$0
LICENSES & PERMITS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FINES, FORFEITS & PENALTIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PUBLIC CHARGE FOR SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOV'L CHARGES FOR SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROGRAM REVENUES	\$0	\$0	\$24,000	\$0	\$24,000	\$0	\$24,000	\$0	\$0
NET COST:	\$818,220	\$1,035,044	\$172,763	\$0	\$1,207,807	\$327,741	\$1,202,476	\$0	\$1,049,745

PROGRAM SUMMARY	AGENCY BASE	DECISION ITEM #1	DECISION ITEM #2	DECISION ITEM #3	DECISION ITEM #4	DECISION ITEM #5	DECISION ITEM #6	DECISION ITEM #7	AGENCY REQUEST
PERSONNEL COSTS	\$849,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$849,600
OPERATING EXPENSE	\$68,945	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$69,545
CONTRACTUAL SERVICES	\$131,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$131,200
OPERATING CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROGRAM EXPENDITURES	\$1,049,745	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$1,050,345
LESS REVENUES									
TAXES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOVERNMENTAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LICENSES & PERMITS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FINES, FORFEITS & PENALTIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PUBLIC CHARGE FOR SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INTERGOV'L CHARGES FOR SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL PROGRAM REVENUES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NET COST:	\$1,049,745	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$1,050,345

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DANE COUNTY BUDGET DECISION ITEM REQUEST

1. DEPARTMENT County Board	3. DEPT. NO. 06	5. FUND NAME General Fund	
2. PROGRAM Legislative Services	4. PROGRAM NO. 100/00	6. FUND NO. 1110	
7. DECISION ITEM TITLE Membership Dues		8. BUDGETED POSITION CHANGES	
9. DECISION ITEM NUMBER COBD-LEG-1		POSITION#	TITLE
10. SHORT DESCRIPTION (for budget document—may not exceed 470 characters) Increase membership dues by \$600 to reflect an increase in the National Association of Counties dues in 2014 and participation in the Urban Sustainability Directors Network.		# FTE	START DATE
11. (a) EXPLANATION/JUSTIFICATION (please be specific) NACo dues increased by almost \$1,100 from 2013 to 2014. Additionally, the County Board Office pays dues to the Urban Sustainability Directors Network, which allows access to a number of webinars and the sharing of best practices among member communities. The largest membership fee is \$27,968 for participation in the Wisconsin Counties Association. An increase in the membership fees line of \$600 will fully cover the cost of these three memberships.		TOTAL REQUESTED FTE CHANGE 0.000	
		12. OPERATING EXPENSES / REVENUE SUMMARY	
(b) What are the consequences of not funding this request? The County Board Office has overspent the membership dues in 2014, and this will continue each year unless the budget is increased.		REQUESTED EXPENDITURES	
		PERSONNEL COSTS	\$0
		OPERATING EXPENSE	\$600
		CONTRACTUAL EXPENSE	\$0
		OPERATING OUTLAY	\$0
		TOTAL EXPENSE	\$600
		RELATED REVENUES	
		TAXES	\$0
		INTERGOVERNMENTAL REVENUE	\$0
		LICENSES & PERMITS	\$0
		FINES, FORFEITS & PENALTIES	\$0
		PUBLIC CHARGES FOR SERVICE	\$0
		INTERGOVERNMENTAL CHARGE FOR SERVICES	\$0
MISCELLANEOUS	\$0		
OTHER FINANCING SOURCES	\$0		
TOTAL REVENUE	\$0		
NET COST TO COUNTY	\$600		
(c) What savings/productivity improvements will result from approval of this request? Membership in NACo, WCA, and the Urban Sustainability Directors Network provides access to state and national legislative conferences, as well as best practice information on a number of issues.		10	

Budget Carryforward Request										
Dept:		County Board								
Program:		County Board								
				Expenditures		Revenues				
Org Code	Object Code	Revenue Source	Account Description	Budget as Modified	Estimated Carryforward	Budget as Modified	Estimated Carryforward	Type	Resolution Number	Justification/Comments
COBOARD	30390		AUDITING SERVICES	191,375	98,806			Other		audits often run on 2-year cycle; the Executive Committee will consider audit topics in September and much of the 2014 budget may be encumbered by November and the carryforward amount may be much smaller than estimated. The base is \$68,000 and the carryforward would allow a more robust audit program in 2015.
COBOARD	new		EQUITY INITIATIVES	20,000	20,000			Other		The interdepartmental equity core team just began meeting at the end of July; a fund transfer to create a new expenditure line "equity initiatives" will support initiatives arising from the team's work.
COBOARD	21584		MEMBERSHIP FEES	43,100	5,000			Other		A pending fund transfer will allow the Office to cover the shortfall created by the increased NACo fee, as well as pay membership for the Urban Municipalities Sustainability Directors Association and the Racial Equity Alliance memberships. The latter is a new organization and, while we anticipate the fees to have been expended by the end of the year, we want to be able to join should it take until 2015.
COBOARD	20648		CONFERENCE AND TRAINING	20,622	3,500			Other		The Office of the County Board intends to host two events in 2015 to provide training for the entire board, and other local officials. A pending fund transfer would carry forward and allow this activity.
				275,097	127,306	-	-			

DEPARTMENT: County Board
 PROGRAM: County Board-Capital Projects

YR	ORG CODE	OBJECT CODE	DESCRIPTION	C A P B D	2013 EXPENDITURES	ADOPTED BUDGET 2014	2013 CARRYFORWRD	2014 COUNTY BOARD ACTIONS	CURRENT MODIFIED BUDGET	ACTUAL EXPENDITURES YTD	ESTIMATED EXPENDITURES TOTAL	AGENCY BASE
15	COBRDCAP	57368	ELECTRONIC VOTING ROOM 201	C	\$0	\$32,000	\$0	\$0	\$32,000	\$0	\$32,000	\$0
15	COBRDCAP	57738	LEGISLATIVE TRACKING SYSTEM	C	\$38,987	\$0	\$111,013	\$0	\$111,013	\$18,800	\$111,013	\$0
15	COBRDCAP	58460	ROOM 201 RENOVATION & UPDATING	C	\$11,305	\$0	\$12,145	\$0	\$12,145	\$0	\$12,145	\$0
TOTAL EXPENDITURES					\$50,292	\$32,000	\$123,158	\$0	\$155,158	\$18,800	\$155,158	\$0

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DEPARTMENT: County Board
 PROGRAM: County Board-Capital Projects

YR	ORG CODE	OBJECT CODE	DESCRIPTION	C A P B D	AGENCY BASE	DECISION ITEM #1	DECISION ITEM #2	DECISION ITEM #3	DECISION ITEM #4	DECISION ITEM #5	DECISION ITEM #6	DECISION ITEM #7	AGENCY REQUEST
15	COBRDCAP	57368	ELECTRONIC VOTING ROOM 201	C	\$0								\$0
15	COBRDCAP	57738	LEGISLATIVE TRACKING SYSTEM	C	\$0								\$0
15	COBRDCAP	58460	ROOM 201 RENOVATION & UPDATING	C	\$0								\$0
TOTAL EXPENDITURES					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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DEPARTMENT: County Board
 PROGRAM: County Board-Capital Projects

YR	ORG CODE	OBJECT CODE	DESCRIPTION	C A P B D	2013	ADOPTED	2013	2014	CURRENT	ACTUAL	ESTIMATED	AGENCY	
					REVENUES	BUDGET	CARRYFORWRD	COUNTY BOARD	MODIFIED	REVENUES	REVENUES		
						2014		ACTIONS	BUDGET	YTD	TOTAL	BASE	
15	COBRDCAP	84336	CITY SHARE CCB RENOVATIONS	C	\$12,511	\$16,000	(\$4,649)		\$0	\$11,351	\$0	\$11,351	\$0
15	COBRDCAP	84974	BORROWING PROCEEDS	C	\$100,000	\$16,000	\$50,000		\$0	\$66,000	\$0	\$66,000	\$0
TOTAL REVENUES					\$112,511	\$32,000	\$45,351		\$0	\$77,351	\$0	\$77,351	\$0

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DEPARTMENT: County Board
 PROGRAM: County Board-Capital Projects

YR	ORG CODE	OBJECT CODE	DESCRIPTION	C A P B D	AGENCY BASE	DECISION ITEM #1	DECISION ITEM #2	DECISION ITEM #3	DECISION ITEM #4	DECISION ITEM #5	DECISION ITEM #6	DECISION ITEM #7	AGENCY REQUEST
15	COBRDCAP	84336	CITY SHARE CCB RENOVATIONS	C	\$0								\$0
15	COBRDCAP	84974	BORROWING PROCEEDS	C	\$0								\$0
TOTAL REVENUES					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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**Dane County
5-Year Budget Projections**

**Department:
Program:**

**County Board
Legislative Services**

Expenditures	2014 Adopted	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected
Personal Services	\$834,499	\$851,100	\$874,100	\$879,700	\$888,800	\$898,100
Operating Expenses	\$68,945	\$69,523	\$77,523	\$77,523	\$77,523	\$77,523
Contractual Services	\$131,600	\$131,200	\$136,601	\$154,040	\$159,492	\$164,956
Operating Capital	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$1,035,044	\$1,051,823	\$1,088,224	\$1,111,263	\$1,125,815	\$1,140,579

Revenue	2014 Adopted	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected
Taxes	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0
Fines, Forfeits & Penalties	\$0	\$0	\$0	\$0	\$0	\$0
Public Charges for Services	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental Charges for Services	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$0	\$0	\$0	\$0	\$0	\$0

GPR Impact	\$1,035,044	\$1,051,823	\$1,088,224	\$1,111,263	\$1,125,815	\$1,140,579
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Percentage Change 1.62% 3.46% 2.12% 1.31% 1.31%

DEPARTMENT: County Board
 PROGRAM: Legislative Services

TOTAL EXPENDITURES	\$1,202,476	\$1,051,823	\$1,108,224	\$1,131,263	\$1,145,815	\$1,160,579
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ORG CODE	OBJECT	DESCRIPTION	Change		2014 Estimated	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected	CAT	Comments/Assumptions
			%age	Amount								
COBOARD	10009	SALARIES AND WAGES			\$639,301	\$658,500	\$673,200	\$675,600	\$679,300	\$682,800	1	Beginning in 2016, add \$24,300 for .25 FTE susta
COBOARD	10027	OVERTIME			\$200	\$300	\$300	\$300	\$300	\$300	1	
COBOARD	10072	LIMITED TERM EMPLOYEES			\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	1	
COBOARD	10090	PER MEETING			\$37,500	\$37,500	\$37,500	\$37,500	\$37,500	\$37,500	1	
COBOARD	10099	RETIREMENT FUND			\$30,534	\$30,600	\$32,200	\$32,900	\$33,800	\$34,600	1	
COBOARD	10108	SOCIAL SECURITY			\$52,330	\$53,800	\$56,800	\$55,200	\$55,500	\$55,800	1	
COBOARD	10117	HEALTH			\$56,103	\$53,500	\$57,000	\$60,700	\$64,600	\$68,800	1	
COBOARD	10153	DENTAL			\$5,530	\$5,000	\$5,200	\$5,600	\$5,900	\$6,200	1	
COBOARD	10171	DISABILITY INSURANCE			\$1,088	\$1,200	\$1,200	\$1,200	\$1,200	\$1,300	1	
COBOARD	10180	LIFE INSURANCE			\$127	\$200	\$200	\$200	\$200	\$300	1	
COBOARD	10185	FSA ADMINISTRATION FEE			\$100	\$100	\$100	\$100	\$100	\$100	1	
COBOARD	10189	WORKERS COMPENSATION			\$2,100	\$3,400	\$3,400	\$3,400	\$3,400	\$3,400	1	
COBOARD	10198	UNEMPLOYMENT COMPENSATION			\$0	\$0	\$0	\$0	\$0	\$0	1	
COBOARD	20648	CONFERENCES AND TRAINING			\$12,000	\$17,100	\$20,100	\$20,100	\$20,100	\$20,100	2	Modest cost increase beginning in 2016 to hold tr
COBOARD	21413	LIBRARY			\$276	\$300	\$300	\$300	\$300	\$300	2	
COBOARD	21584	MEMBERSHIP FEES			\$37,729	\$38,000	\$43,000	\$43,000	\$43,000	\$43,000	2	Increase in NACo in 2015, and addition of equity
COBOARD	22043	PRTNG STA & OFFICE SUPPLIES			\$9,920	\$7,583	\$7,583	\$7,583	\$7,583	\$7,583	2	Will strive to keep printing costs stable
COBOARD	22250	REPAIR OF EQUIPMENT			\$5,600	\$5,600	\$5,600	\$5,600	\$5,600	\$5,600	2	
COBOARD	22529	SUNDRY			\$0	\$100	\$100	\$100	\$100	\$100	2	
COBOARD	22646	TRAVEL EXPENSE			\$40	\$40	\$40	\$40	\$40	\$40	2	
COBOARD	22736	TELEPHONE			\$635	\$800	\$800	\$800	\$800	\$800	2	
COBOARD	30390	AUDITING SERVICES - POS			\$191,375	\$68,000	\$73,000	\$78,000	\$83,000	\$88,000	3	Increases by \$5,000 a year to get to historic levels. and reflect the cost of most evaluations
COBOARD	31260	INSURANCE			\$2,400	\$2,000	\$2,040	\$2,081	\$2,123	\$2,165	3	
COBOARD	31836	OUTREACH SERVICES-POS			\$25,400	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	3	
COBOARD	31956	POS-INTERPRETER			\$300	\$300	\$300	\$300	\$300	\$300	3	
COBOARD	32431	SOFTWARE MAINTENANCE			\$71,988	\$36,000	\$36,000	\$48,000	\$48,000	\$48,000	3	The increase beginning in 2017 is for additional m
COBOARD	32771	VIDEO SERVICES			\$12,900	\$12,900	\$13,261	\$13,659	\$14,069	\$14,491	3	Assumes a 4% increase annually.
COBOARD		EQUITY INITIATIVES			\$0	\$0	\$20,000	\$20,000	\$20,000	\$20,000		Funding for equity initiatives estimated at \$20K
TOTAL EXPENDITURES					\$1,202,476	\$1,051,823	\$1,108,224	\$1,131,263	\$1,145,815	\$1,160,579		



BOARD OF SUPERVISORS County of Dane

ROOM 106B, CITY-COUNTY BUILDING
210 MARTIN LUTHER KING, JR. BOULEVARD
MADISON, WISCONSIN 53703-3342
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July 18, 2014

TO: Travis Myren, Director, Department of Administration
Helen Anderson, Office of Management and Budget

FROM: Karin Thurlow *Karin*
Office of the Dane County Board of Supervisors

SUBJECT: Five Year Budget Projections 2015 -2019

I have completed the five year budget projections for the County Board Office. The Board Office has no revenue.

In 2014 the County Board Office realized several advancements. The Office added a new 1.0 FTE, the equity coordinator/program analyst, and re-classed an administrative position to reflect primary responsibility for administering the new legislative management system. The Board Office space has been reconfigured to accommodate the additional staff person and to improve functionality. The legislative management system is now in place and maintenance costs will first be billed in the coming months.

New initiatives in future years will reflect the Board's commitment to equity and sustainability, and to transparency and effectiveness of county government. Budget increases are likely to be associated with equity initiatives and potential enhancements to the legislative tracking system. Expanding the sustainability coordinator position to fulltime, as well as increasing the audit budget, are also included over the course of five years. The forecast otherwise largely consists of minor increases over time to reflect potential inflationary increases in costs.

- Equity initiatives are a new area for the County Board Office. The initial meeting of an equity team consisting of individuals throughout county government will occur later this month. The need to fund training and other activities was not envisioned when the 2014 budget was developed, and the Executive Committee and Personnel and Finance Committee will consider a fund transfer later this summer to create a new line item for this purpose. Initially, funds will be transferred from the legislative tracking maintenance line and carried forward into 2015. While it is not now entirely clear what the equity team will identify as future needs, it seems likely that an on-going amount will be needed for training and bringing in speakers. One could debate whether, in the future, ongoing countywide diversity and equity-related training should reside in the County Board Office, but it is a cost that should be reflected somewhere in county government so I have included it here.
- The Legistar system is in place and work continues to include historical data and post a training video to assist staff throughout the county. These initiatives, as well as additional purchases of Adobe Professional licenses, AV equipment, and iPads, will be covered by the capital budget being carried forward. The vendor offers modules that could be useful to Dane County, particularly one that manages board and commission appointments. An add-on module comes with a monthly fee. At this time, it seems best to master the current system and focus on ease of use and the citizen participation capacity of

the base software. However, within a few years there may be interest in the additional module so I indicated the cost of that starting in 2017.

- While staffing for the Board Office increased in 2014, I anticipate additional interest in increasing expenditures in staffing within the next five years. The sustainability coordinator position in the Board Office is currently a .75 FTE position. I believe there will be interest in increasing this to a full time position within a few years, and (with Helen's help) the salary line includes an additional \$24,300 to cover this cost beginning with the 2016 budget.
- The other line item that has potential to increase is the amount budgeted for audits. The base is \$68,000 and, in 2015, there will be an amount that will carry forward. The cost of audits fluctuates depending on the number of audits as well as their scope and topic. In the forecast I included \$68,000 for 2015 and then \$5,000 more each year thereafter, with \$88,000 projected in 2019.
- Membership fees for the National Association of Counties increased by almost \$1,100 in 2014. The Wisconsin Counties Association fees have not increased in several years, but I do not anticipate an increase in the near future. The Board Office also is a member of the Urban Sustainability Directors Network, a network of municipal government sustainability professionals. With the focus on equity issues, the Board Office is investigating membership in the Local Government and Regional Alliance on Equity. A fund transfer will cover the initial cost of \$5,000. While the value of the membership will be evaluated after the first year, the forecast anticipates this cost in 2016 onward.
- The City of Madison provides video services for County Board meetings. A 4% increase each year beginning in 2016 is included to reflect the recent history.
- Board members participate in NACo and WCA conferences. There is interest in bringing national experts in to address the entire board and other local officials on pressing issues. The projection includes an increase of \$3000 each year, beginning in 2016, to hold two sessions in Dane County for supervisors and other local officials. The Board Office will investigate the potential for public-private partnerships both to support these local conference efforts and any policy initiatives that may spring from them.

The current staffing and initiatives in the County Board Office, with the focus on sustainability and equity, as well as the implementation of the legislative tracking system, would not have been envisioned five years ago. While not reflected in a specific line item, the support of the Criminal Justice Council has also become a major focus of the Office in the past two years. I'm pleased that the Office reflects the priorities of the County Board, and adds value to county government in general. Please do not hesitate to contact me if you have any questions regarding these budget projections.