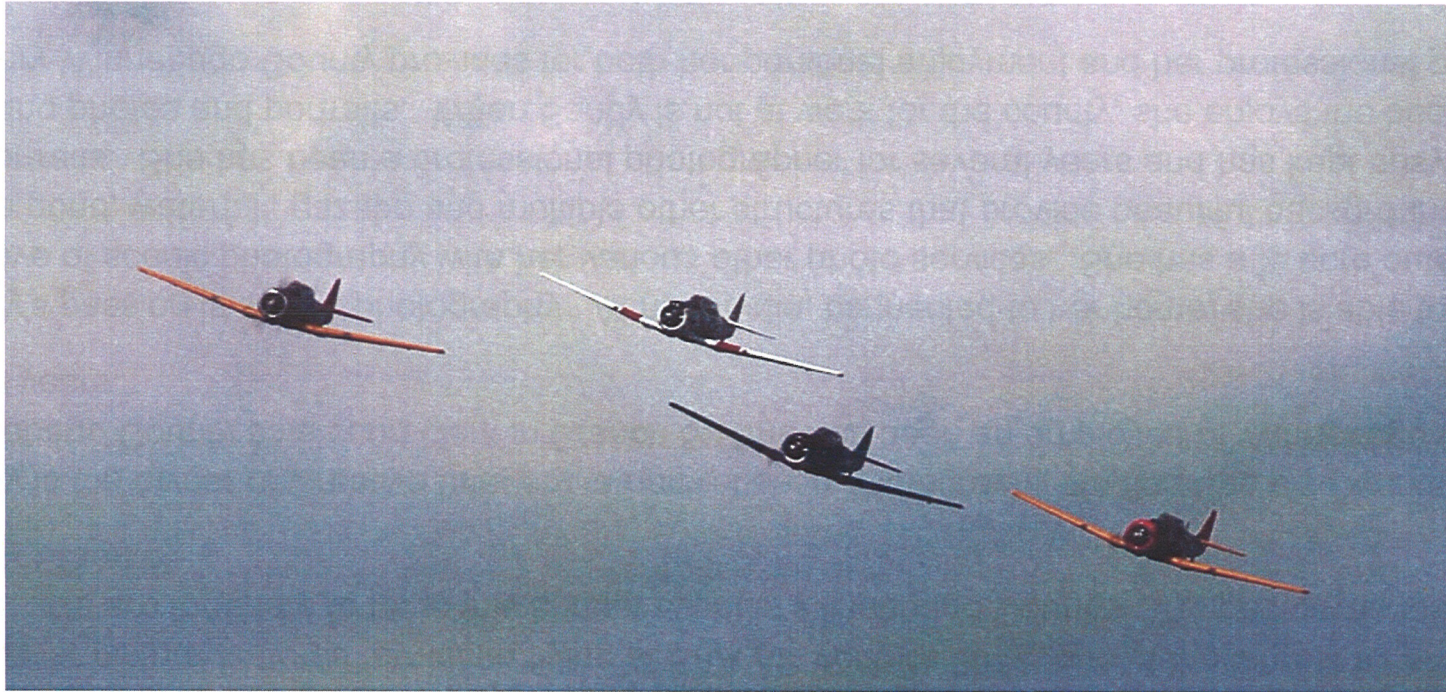


# Adopted Budget 2012



Formation Flying at Air Venture 2011

**Winnebago County  
Wisconsin**

---

***The Wave of the Future***



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

### **Formation Flying at Air Venture 2011**

Our cover picture features formation flying at EAA Air Venture 2011, one of the largest air shows in the world. We are fortunate to have this annual event in Winnebago County. The photo was taken by Sandy Staerke.

Sandy is the owner of Creative Imagery, a home-based photography studio. She also works full-time for Winnebago County as a court clerk in Branch 5. She has been an employee of Winnebago County for many years.

Sandy's passion is scenic photography. At her studio, connected to her home, she is able to combine her love of scenic photography with her various other photo services. She has a ½ acre outdoor studio with a pond, waterfall, gazebo and multiple other structures that provide beautiful background settings for portraits. She has been a professional photographer for several years and has kept busy taking wedding photos and portraits. When Sandy is not at work for the county, she enjoys the beautiful scenery Winnebago County provides for both her personal enjoyment and her professional portraits.

We thank Sandy for the beautiful pictures she has taken for us for this years book covers.



**FISCAL YEAR 2012**  
**ANNUAL BUDGET FOR THE**  
**COUNTY OF WINNEBAGO**

**WINNEBAGO COUNTY BOARD OF SUPERVISORS**

**David Albrecht, Chair**

Nancy Barker  
Patrick Brennand  
Jeanette Diakoff  
Thomas Egan  
Paul Eisen  
W. Thomas Ellis  
James Englebert  
Chuck Farrey  
Jerold Finch

Maribeth Gabert  
Jef Hall  
Tim Hamblin  
Guy Hegg  
Alfred Jacobson  
Stan Kline  
Thomas J. Konetzke  
Lawrence Kriescher  
Kathleen Lennon

Susan Locke  
Donald Miller  
Kenneth Neubauer  
Michael Norton  
Shiloh Ramos  
Harvey J. Rengstorf  
Marissa Reynolds  
Kenneth B. Robl  
Bill Roh

Joanne Sievert  
Harold Singstock  
Lawrence Smith  
Travis Swanson  
Claud Thompson  
Robert Warnke  
Thomas W. Widener  
Bill Wingren

## TABLE OF CONTENTS

DESCRIPTION	PAGE	DESCRIPTION	PAGE
<b>OVERVIEW</b>		<b>DIVISION OF TRANSPORTATION</b>	
Budget Message.....	1	Airport.....	235
Mission Statement.....	8	Highway Fund.....	248
Table of Organization.....	9	County Road Maintenance.....	262
Budget & Financial Policies.....	10	Underground Storage Tanks.....	265
Budget Notes - Significant Information.....	23	<b>DIVISION OF HEALTH &amp; HUMAN SERVICES</b>	
Fringe Benefit Components.....	25	Public Health.....	268
County Board Actions.....	26	Child Support.....	279
Budget Summary.....	27	Veterans Services.....	287
Appropriations.....	28	Human Services.....	295
Apportionment of County Taxes.....	46	Park View Health Center.....	337
Information About Fund Accounting.....	48	<b>DIVISION OF EDUCATION, CULTURE, &amp; RECREATION</b>	
Fund Projections.....	50	UW-Fox Valley.....	353
Sources of Revenue By Fund.....	51	University Extension.....	360
Expenditures By Fund.....	53	Parks.....	370
Revenue Projections.....	55	Boat Launch Program.....	381
Table of Organization -Classified Positions.....	61	<b>DIVISION OF PLANNING &amp; ENVIRONMENT</b>	
Capital Outlay.....	77	Register of Deeds.....	385
<b>DIVISION OF ADMINISTRATION</b>		Planning and Zoning.....	392
County Executive.....	81	Tax Lister.....	403
Corporation Counsel.....	87	Land Records Modernization.....	406
County Clerk.....	94	Land and Water Conservation.....	410
Treasurer .....	109	<b>NON-DIVISIONAL BUDGETS</b>	
Human Resources.....	117	County Board.....	421
Workers Compensation Fund.....	126	Scholarship Program.....	426
Self Funded Health Insurance.....	130	Miscellaneous and Unclassified.....	427
Self Funded Dental Insurance.....	133	Miscellaneous Operating Grant Schedule.....	431
Finance.....	136	Library Levy Request.....	432
General Services.....	145	Debt Service.....	433
Prop & Liab Insurance Fund.....	152	Capital Projects.....	458
Information Systems.....	157	Capital Improvements Program.....	462
Facilities Management.....	168	<b>APPENDICES</b>	
<b>DIVISION OF PUBLIC SAFETY</b>		Demographic Statistics.....	467
District Attorney.....	180	Tax Incremental Districts.....	468
Clerk of Courts.....	189	<b>SOLID WASTE.....</b>	470
Sheriff.....	199	<b>GLOSSARY.....</b>	486
Coroner.....	215	<b>INDEX.....</b>	491
Emergency Management.....	223		



**Winnebago County**  
Office of the County Executive

*The Wave of the Future*

**2012 EXECUTIVE BUDGET MESSAGE**

**Adopted Budget**

*"A pessimist is one who makes difficulties of his opportunities and an optimist is one who makes opportunities of his difficulties"*

**Harry S. Truman**



**Mark L. Harris**

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

For the third consecutive year the budget reflects a reduction in total county expenditures, and a reduction in intergovernmental revenues received by the County. The proposed 2012 total levy is roughly the same as the prior year levy.



## **2012 BUDGET HIGHLIGHTS**

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

#### **Labor**

Total county wages are up \$339,976 or .68% over 2011. There is a net increase of ten full-time positions and a decrease of two part-time positions in the County's 2012 table of organization. Position additions, changes and reductions do not necessarily happen on the first day of the new year, but occur over the course of the year. Part of the small increase in wages is due to the pending merger of the City of Oshkosh and Neenah's Health Departments into the County's Health Department. A combined eight full-time and two part-time employees from those two health departments will be absorbed into the Winnebago County Health Department. A total of 8.4 positions that have been held vacant in anticipation of the merger will be eliminated. More detailed changes to the table of organization can be viewed on the schedule included in the "overview" section of this budget document. Other increases in wages are the result of normal pay raises. Raises are small or zero for 2012.

Fringe benefits are down \$1,818,160 or 7.5% from 2011. Almost all of the decrease is the result of Wisconsin Act 10 (budget repair bill) and the State biennial budget for 2012-14 which took away most union bargaining rights and requires that employees must pay ½ of the required contribution to Wisconsin Retirement.

#### **Capital**

Our capital outlay budget for 2012 is \$2,129,612 reflecting a decrease of \$175,256 or 7.2%. The Parks Department and Sheriff's Department had the largest reductions in planned capital outlay. There are no other significant changes.

#### **Travel**

Travel expenditures are projected to increase \$27,594 to \$729,216 or 3.9%. We are continuing to hold these costs down to the minimum that allows our staff to maintain adequate training levels. Seminars and conferences will continue to be attended locally in 2012 whenever possible. These measures should ensure our staff the ability to maintain professional licensures and certification standards.

### **Other Operating Expenditures**

Other operating expenditures are budgeted to increase \$1,352,582 or 1.7%. Some areas to note include:

County Clerk shows an increase of just under \$100,000. This is primarily due to 2012 being a state and local election year. There is also a presidential election in 2012. There are significant additional costs of holding elections.

Miscellaneous unclassified cost center – shows an increase of roughly \$593,000 in expenses. This is primarily because we have added \$556,000 to the contingency fund because of uncertainties related to Wisconsin Act 10 and the Wisconsin biennial 2012-14 budget.

Sheriff – this budget shows an increase in other operating expenses of roughly \$130,000. The higher cost of fuel and other contract services account for a large portion of the increase. The other contract services portion relates to computer hardware and software consulting that enables squad cars to send and receive messages to and from dispatch via lap top computers.

Human Services is up roughly \$200,000, primarily due to normal price increases for contractual services.

Airport is up roughly \$608,000. Most of the increase is in depreciation expense, which is going up \$573,000. The higher amount of depreciation is the result of runway renovation projects being completed and placed in service. Once they are placed in service, we start to depreciate them for accounting purposes. Because this is non cash flow expenditure, it does not affect the tax levy for the airport.

Park View Health Center shows a decrease in other operating expenses of roughly \$609,000. This is primarily due to lower principal and interest due in 2012 on Park View long-term debt. Because of our “level debt policy”, one area’s debt service might shift quite a bit from year to year while the total debt service remains relatively stable. Our objective is to schedule debt repayments in a manner that keeps the debt service tax levy rather steady, rather than having huge swings.

The rest of the change to other operating expense is made up of smaller changes spread among the rest of the County departments.

### **REVIEW BY DIVISION:**

#### **Administration**

The tax levy in this division is \$8,493,400, an increase of \$3,904, or .04%. This division shows an increase in expense of \$100,000 due to rent for the Oshkosh Safety Building. The increase in expense was offset by a decrease in fringe benefits because employees are now required to pay ½ of the required contribution to the Wisconsin Retirement System. There are no other significant changes.

### **Public Safety**

This division shows a tax levy of \$21,048,637, a decrease of \$559,350, or 2.6% under 2011. Most of the decrease is attributable to the employees paying ½ of the required contribution to Wisconsin Retirement. The District Attorney's budget shows a decrease of around \$100,000. This is primarily because that office was moved from rented space late in 2011 to County owned property.

Other departments in this division have very minor changes.

### **Transportation**

This division shows a total tax levy of \$630,744, an increase of \$126,091, or 25.0% over 2011. Last year we applied \$300,000 of Airport fund balance to reduce the airport levy. We are applying \$400,000 to the 2012 Airport levy but that is to fund \$400,000 of land acquisition adjacent to the airport for future economic development. Some of the increase caused by this is offset because of employees paying ½ of the required contribution to Wisconsin Retirement.

### **Health and Human Services**

The Health and Human Services levy is \$26,175,660, down \$2,141,077 or 7.6% from 2011. A large portion of the decrease is the result of debt service on the Park View building being down \$958,000 from 2011. Most of the rest of the decrease is the result of employees paying ½ of the required contribution to Wisconsin Retirement.

There is a pending consolidation of Health Departments with the Cities of Oshkosh and Neenah, which should be implemented early in 2012, if agreed by Winnebago County and the Cities of Oshkosh and Neenah. The tax levy would be higher but it would be spread over a larger tax base so almost all Public Health participating municipalities would see levy reductions in 2012. We are planning to return the accumulated surplus built up in Public Health to the municipalities that participated in Public Health services prior to the consolidation. The returning of these funds will take place over a number of years. As a result they will see substantial reductions to their Public Health levies during that period until the entire fund balance is returned to those municipalities.

The other departments in this division show only minor changes.

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

The Division of Education, Culture, and Recreation shows a tax levy of \$1,863,632, a decrease of \$37,368 or 2.0% from 2011. The only significant item to mention is that employees will start paying ½ of the required contribution to Wisconsin Retirement in 2012, thus the reduction in levy.



### **Planning and Environment**

This division shows a tax levy of \$840,129, a decrease of \$71,931 or 7.9%. There are no significant changes to individual departments other than the fact that employees will start paying ½ of the required contribution to Wisconsin Retirement in 2012, thus the reduction in levy.

### **Non Divisional Budgets**

This area shows a tax levy of \$134,827 for 2012. There was a surplus budgeted here of \$1,414,341 in 2011. That's a 90% reduction. The explanation follows:

This area normally shows a large surplus. The surplus is generally the result of some large revenue items being recorded here that do not directly benefit any specific department. They include general shared revenue and investment income. The library budget is also reflected in this area though it is a special apportionment because not all municipalities are required to pay for this service. They are exempt if they maintain their own libraries and invest a certain amount in them each year.

The State of Wisconsin cut back our shared revenue payments for 2012 by \$743,000 (a 25% reduction) as part of the State's effort to balance their own budget. In addition, investment income is dropping because interest rates remain unusually low. Recovery is not expected to occur fast enough to benefit the 2012 budget.

We have also added \$556,000 to the general contingency fund which is included in this section. We have done this because there are many uncertainties of all the effects of Wisconsin Act 10 (budget repair bill) that was passed in the second half of 2011 along with the Wisconsin biennial 2012-14 budget. We felt it was necessary to have these additional funds available.

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

### **Capital Projects**

Our spending on large capital projects, which require bonding, is increasing. We will continue to see the need to bond for road construction projects because of rapid growth in our County and an aging County Trunk System. There is also a large amount of bonding that will be used to upgrade the sheriff radio system to 700 MHz.

### **Debt Service**

Our debt service requirements for 2012(excluding Solid Waste and the Highway Department – funded by revenues) are \$11,806,000, a decrease of \$832,000, or 6.6% from 2011. Keep in mind that some of this debt is reflected in the budgets of Park View Health Center and the Airport Fund.

All County debt is paid off using 10-year amortization periods. The large decrease in debt service on current debt was planned to make room for debt service on new debt. Our 2011 borrowing will be very small so the debt service that would apply to 2012 is much lower than anticipated. That's why the total debt service for 2012 is so much lower than 2011.

### **Table of Organization**

This budget (in total) has a net increase of ten full-time employees and a net decrease of two part-time employees. There is a net increase of eight full-time and two part-time positions in the Public Health Department. This is the result of a pending merger of the health departments of the cities of Oshkosh and Neenah into the Winnebago County Health Department. The Public Health levy will be apportioned over a larger tax base if the merger is approved so most municipalities will see a reduction in their tax apportionment for Public Health services.

Human Services – This department shows a net increase of four full-time and a decrease of three part-time positions. The changes are the result of ongoing programmatic and support changes in the different divisions of the department. Detail of the changes can be seen on the “table of organization of classified positions”, in the “overview” section of this budget book.

This budget strategically adds a few employees to departments where there has been chronic overtime or where there has been an ongoing contracted professional service. The additions are intended to reduce total payroll or contracted service costs.

### **Levy Limits and Tax Rate Limits**

Our operating levy limit for 2012 has been frozen as part of the State Biennial budget for 2012-14. We can only increase it by net new construction which for 2011 was .89%. In addition, the starting point is last year's actual levy, as opposed to last years levy limit. This severely restricts our ability to raise funds needed to continue programs at the service levels Winnebago County residents have come to expect. However, this budget DOES maintain service levels while staying within the levy limits imposed by the State.

The operating tax rate limits that were imposed by the State in 1992 have been suspended for a two year period. The State decided to do this because of declining property values which would almost certainly have caused us to reduce services to stay within the limit. These rate limits have only been suspended for a two-year period and go back into effect for the 2014 County budget year. Based on economic conditions, the State could further modify this levy restriction.

The Finance Director believes that this budget complies with the operating levy limit and still stays within the tax rate limits, even though they have been suspended.

## CONCLUSION

Winnebago County continues to look for innovative ways to stretch the property tax revenue it receives. Substantial steps have been taken to reduce the size of County government while preserving the valuable services the County provides. Continued pressure in the form of levy or operating rate limits will inevitably force the County to seek alternative revenues or to abandon some services valued by this community.

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

Respectfully submitted,

A handwritten signature in cursive script that reads "Mark L. Harris".

Mark L. Harris  
Winnebago County Executive



# **WINNEBAGO COUNTY**

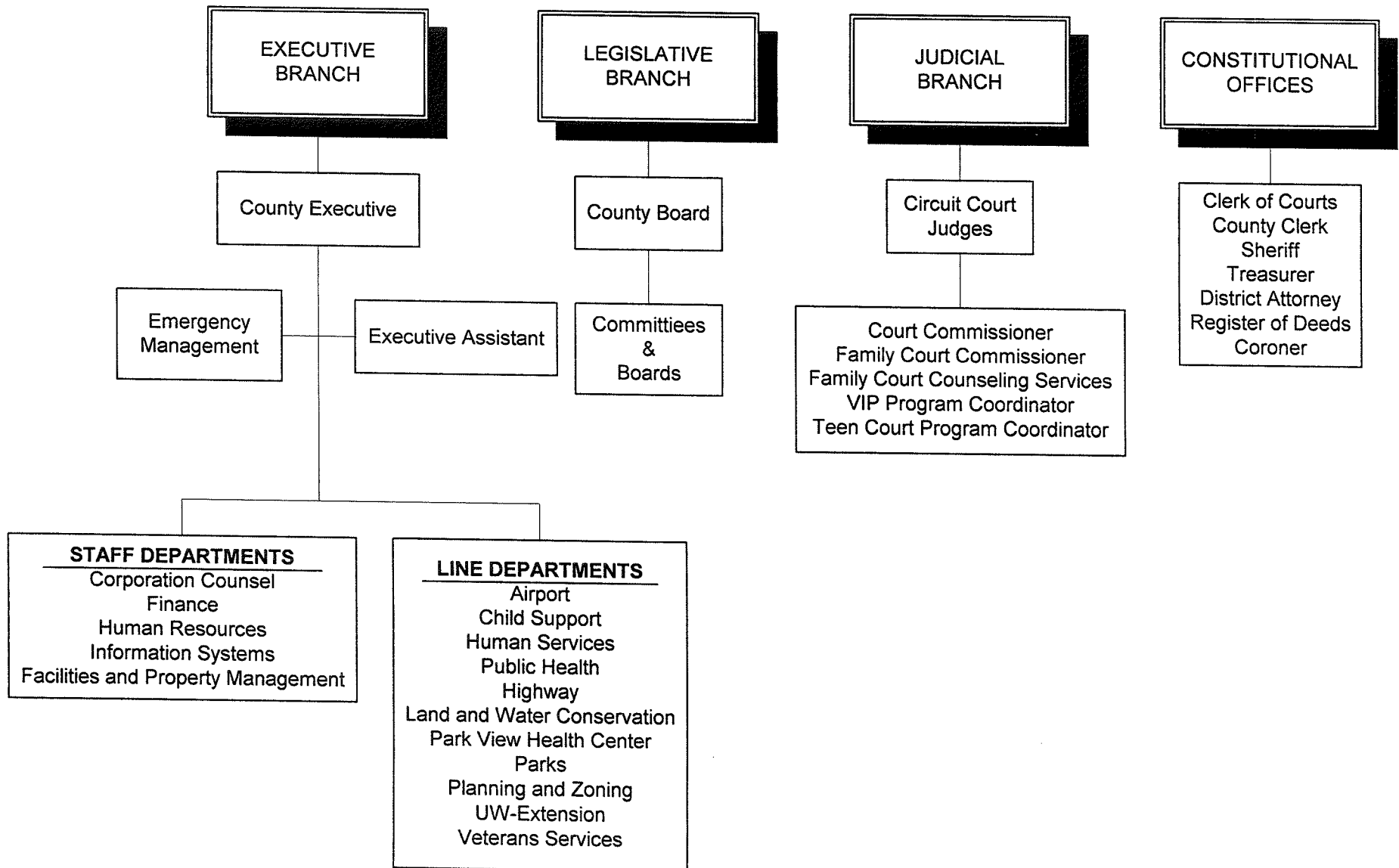
## **MISSION STATEMENT**

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

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

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

# WINNEBAGO COUNTY



## BUDGET AND FINANCIAL POLICIES

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

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

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

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

<u>Dates</u>	<u>Event</u>
06/20/2011	Forms and Instructions made available for budget preparation
07/11-07/25/2011	Budget worksheets and all materials due from departments to Finance Department
08/19-09/13/2011	Executive holds meetings with departments to review budgets
10/03/2011	Finalized budget sent out for printing and assembly
10/17/2011	Budget delivered to County Board Supervisors
10/31-11/02/2011	County Board to deliberate on and adopt final budget



## **BUDGET POLICIES:**

### **REVENUES:**

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

#### **Taxes:**

The State of Wisconsin, with the Governor's approval has enacted property tax levy limits. These limits are described under the "Property Tax Rate Limits and Levy Limits" section of the budget book. The County relies heavily on property taxes as a revenue source (about 45.4% of the revenue budget).

#### **Intergovernmental Revenues:**

These represent grants, aides, and state and federal funding for programs and services. This revenue source is also relied on heavily to fund County programs (about 31.5% of the revenue budget).

#### **Public Charges:**

This source represents fees and charges made to users of certain government services. This revenue source makes up about 9.3% of our revenue budget.

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

This is a small revenue source comprising about .7% of the County revenue budget.

#### **Interfund Revenues:**

This category includes charges from one County department to another. It comprises about 10.2% of total revenue.

#### **Other Revenues:**

This category includes State Shared Revenues, interest income, and other revenue sources that do not fit into the other categories. Most of the revenue in this category is from State Shared Revenues and interest income. This revenue source makes up about 2.9% of the total revenue budget.

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

### **EXPENDITURES:**

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

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

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

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

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

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

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

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

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

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

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

A department requesting to increase their total approved department appropriations must obtain approval from the County Executive, Committee of Jurisdiction, Personnel & Finance Committee, and County Board (only if the transfer is for more than \$3,000). These additional appropriations are typically requested from; (a) unanticipated revenues received, (b) the contingency fund, or (c) undesignated fund balance.

**BUDGETARY CONTROL:**

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

**FUNDS:**

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

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

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

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

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

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

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

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

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

### **BASIS OF BUDGETING:**

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

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

### **FUND RESERVES - PRACTICES:**

The County does not have a formal written policy regarding fund reserves. In general, we strive to meet the following objectives:

- 1) The Special Revenue Fund only maintains sufficient fund balance to pay for carryovers and open invoices as of the end of the fiscal year. Tax levy dollars not needed to fund current year operations are not transferred to these funds but remain as part of general fund undesignated fund balance.
- 2) The General Fund undesignated fund balance policy sets a goal equal to 1/12<sup>th</sup> of total expenditures of the government unit (excluding the Solid Waste Fund which is a legal separate entity and is self supporting). The General Fund Unreserved Fund Balance is projected to be around \$14.3 million at the end of 2012 very near the target.

## **2012 Budget Information on a Fund Accounting Basis**

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

### **FUND PROJECTIONS:**

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

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

### **REVENUE SOURCES:**

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

### **EXPENDITURES:**

Wages and benefits are the primary use of funds. The proportion of total costs ranges in the 48% area. General operating expenses consist of the following categories:

- Wages & benefits
- Travel
- Capital outlay
- Other operating expenses – some of which are:
  - Office expenses
  - Publications, dues and subscriptions
  - Repairs and maintenance

- Contracted services
- Utilities
- Insurance
- Other general operating expenses
- Debt service costs – for debt service funds

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

## INFORMATION ABOUT WINNEBAGO COUNTY

### PROFILE

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

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

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

The County also hosts the Annual Experimental Aircraft Association Fly-In every August with an attendance of over 800,000.

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

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

The County has a population of about 167,000. The majority of people reside in five urban areas ranging in population from over 66,000 in Oshkosh, the County seat, to the Village of Winneconne with over 2,000 people. The County provides a variety of living options. One can live in a rural or urban setting or experience a river or lake setting.

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



### ECONOMIC CONDITIONS AND OUTLOOK

The unemployment rate for Winnebago County for July 2011 is 6.8%, which is down .2% from a year ago. This compares favorably to the state's average unemployment rate of 7.8%. The national average rate for July 2011 is 9.1%. The economic condition and outlook of the County has remained relatively stable in a weak state and national economy. The region is most noted for a stable industrialized base that centers on the paper and packaging industries. Historically, these industries have tended to maintain their stability in both good and bad economic times. However, this trend is starting to change.

Equalized value (reduced by TID increments) of the County as of January 1, 2011 is \$11,452,051,900 an increase of \$12,364,550 or .11% over 2010. The increase in valuation consists of 0.89% in net new construction and .78% decline in property values.

Additional statistical data can be found in the appendix section of this book.

# PROPERTY TAX RATE LIMITS AND LEVY LIMITS

The property tax rate limits have been suspended by the state for a two year period.

OPERATING LEVY: It was limited to the 1992 (for taxes to be collected in 1993) operating mill rate. That limit was \$4.71 per thousand of equalized value. Even though the rate limit was suspended for 2012, Winnebago County's operating mill rate falls under this limit.

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

Both the operating and debt RATE limits go back into effect for budget year 2014.

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

---

## LEGISLATIVE HISTORY:

During the 1993 State Legislative session, the legislature with the Governor's approval enacted the following:

- 1) Separated the total tax levy and rate of each county into three components: (a) the debt levy and debt levy rate, which is comprised of amounts for debt service on state trust fund loans, general obligation bonds, and long-term promissory notes; and (b) the operating levy and operating levy rate which is comprised taxes levied for general operations, and (c) special purpose levy which is comprised of taxes levied for services that are not apportionable to all municipalities within a county.
- 2) Limited the operating levy rate to that rate imposed in December 1992 for taxes collected in 1993.
- 3) Prohibited debt, as described above, from being used to fund operating expenses, except for short-term promissory notes issued in anticipation of operating revenues and debt used to comply with court orders and judgements, to fund clean water fund projects, or to fund certain types of liability insurance and risk management services.

- 4) Required debt, which would be repaid through the county's debt levy as described above, to meet one of the following conditions prior to its issuance: (a) the debt must be approved through referendum if it would cause the county's debt levy rate to exceed the 1992 debt levy rate; (b) the debt would not cause the county's levy rate to exceed the 1992 rate, based upon the "reasonable expectation" of the county board; (c) the debt is authorized prior to the effective date of the bill; (d) the debt would be used to abolish grade crossings or for regional projects; (e) the debt would be used to refund existing debt; (f) the debt is authorized by a 75% vote of the county board.
- 5) Specified that a referendum to exceed the limit would be based on either the absolute amount of the levy or the levy rate.
- 6) Provided for adjustments to the operating levy when services are transferred between the county and other local governments.
- 7) Required reductions in the shared revenue and transportation aid payments of counties that exceed the operating levy rate, equal to the amount of the excess levy.

As stated above, these rate limits have been suspended for budget years 2012 and 2013.

---

## PROPERTY TAX LEVY LIMIT 2007

### LEGISLATIVE HISTORY:

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

#### Section 66.0602 Local Levy Limits:

1. Except as provided in subs. (3), (4), and (5), no political subdivision may increase its levy in any year by a percentage that exceeds the political subdivision's valuation factor. The valuation factor is a percentage equal to the greater of either 3.0 percent or the percentage change in the political subdivision's January 1 equalized value due to new construction fewer improvements removed between the previous year and the current year.

2. In subsequent years, the State changed the allowable increase eliminating the minimum of 3% to only the increase due to net new construction. For the 2012 budget the State further restricted the levy by using the prior year actual levy as the base rather than the prior year levy limit.
  3. Debt service continues to be exempt from the levy limit freeze for all debt issued prior to July 1, 2005. Debt issued after July 1, 2005 will also be exempt if certain conditions are met. One of those is that the governing body can approve the bond issue by a  $\frac{3}{4}$  vote. Winnebago County has used this provision to exceed rate limits in the past and will likely continue to do so.
  4. Penalties will be imposed upon any governing body that exceeds these levy limits.
- 

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

# SIGNIFICANT INFORMATION – 2012 BUDGET

Below are some major items to note about the 2012 budget:

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

-	Debt Service fund reserves applied to reduce the debt service levy.	\$ 200,000
-	Return a portion of accumulated surplus from Public Health Department to municipalities that were part of the Public Health function prior to a pending merger of the Cities of Oshkosh and Neenah Health Departments into the Winnebago County Health Department.	\$ 200,000
-	Airport fund balance set aside for land acquisition	\$ 400,000
	Total reserves applied	\$ 800,000
Note: No General Fund reserves have been applied to reduce the 2012 tax levy.		

## Explanations for fund reserves:

**Debt Service Fund Reserves** – these are monies that accumulate in the debt service fund primarily from investment earnings on General Obligation Note proceeds that are invested during project completion. If these funds are not needed for the project, they must be transferred to the debt service fund and applied to debt service costs.

**Public Health Fund Reserves** – the County Public Health Department maintained a public health fund balance separate from the General Fund because Public Health is a special apportionment that is not apportioned to the entire County. These funds need to be returned to the participating municipalities excluding the Cities of Neenah and Oshkosh because they were not part of the Public Health function when the surpluses were generated. If the merger takes place, the new Public Health Department will start to build its own fund balance.

## Significant Information - Continued

**Airport** – The County Board amended the budget to add \$400,000 to the Airport capital outlay account for the purpose of purchasing land adjacent to the airport for future development. The Board decided to fund this with the use of Airport fund reserves rather than add it to the levy or include in a future bond issue.

2. Total equalized value (as reduced by Tax Incremental Districts (TID)) in the County increased .11% from 2011. This consists of a .78% market valuation *decline* and .89% growth in new or improved property.
3. Total County wages are up \$339,976, or .68%. Total fringes are down \$1,818,160, or 7.47%. There are ten more full-time and two less part-time position on the table of organization over the 2011 adopted budget. The reason for the increase in full time staff is due to the pending merger of the Cities of Oshkosh and Neenah Health Departments into the Winnebago County Health Department. This accounts for most of the small increase in wages. Fringes are down almost entirely because employees are now required to pay the employee share of Wisconsin Retirement. This was mandated to us by the State in the Budget Repair Bill (Act 10) and the State Biennial Budget for 2012-14. Details of changes in the table of organization can be found on the schedule titled “Table of Organization of Classified Positions” in the “Overview” section of this budget book.
4. **Public Health Consolidation of Services:** The Cities of Oshkosh and Neenah may merge their individual Health Departments into the Winnebago County Health Department. The plan is for this merger to be effective on January 1, 2012, and is pending contingent upon approval of the three governing bodies. Some vacant positions in the two cities health departments and Winnebago County’s health department will not need to be filled because of this consolidation.

The gross tax levy for the combined department for 2012 is \$1,431,432, an increase of \$478,635 or 50.2% above 2011. However this levy will be spread over a tax base that is increasing from \$5.3 billion to \$10.5 billion or 99%. The result is that almost all of the municipalities will see lower apportionments for Public Health and lower tax rates for 2012.

The merger had not been completed when this document went to print. Thus, if the governing bodies decide not to go forward with the merger or if only one does, this budget will change. It is expected that a decision will be made prior to the County Board adopting this budget.

5. A reduction of state funding for general shared revenue of \$743,000 or 1/4<sup>th</sup> of our general shared revenue is also the result of the State Biennial Budget for 2012-14. Transportation aides and other State program revenues in the Human Services area were also reduced.
6. **Tax Levy Freeze** – Our tax levy has been frozen and could only increase by growth of net new construction or .89%, and by an additional \$478,000 as a result of the transfer of Public Health services from the Cities of Oshkosh and Neenah to Winnebago County. This budget proposal meets the state levy limit requirement.
7. **Levy Rate Freeze** – The State has given counties a temporary reprieve from the tax rate limits that were instituted in 1992. However, after the two year reprieve, the freeze goes back into place and we will still be limited to the rate limit that was established with the 1992 budget. This budget has been prepared to keep us under that rate limit even though we have a two year reprieve from it.

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

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Budget	2012 Budget	2010 to 2011 Budget - Change
Dental	\$510,731	\$511,484	\$480,485	\$449,340	\$475,612	\$478,800	\$606,685	127,885
Life	17,149	22,240	21,883	24,066	24,624	24,000	18,043	(5,957)
Long Term Disability	221,594	220,497	216,629	233,964	230,802	230,000	225,308	(4,692)
Health - employer share	9,157,032	9,855,927	10,784,440	12,308,164	12,098,538	12,967,396	12,875,447	(91,949)
Wisconsin retirement - employer share	3,054,891	2,708,086	2,832,663	2,845,302	3,026,137	3,051,075	3,180,018	128,943
Wisconsin retirement - employee share - paid by employer	2,085,489	2,589,341	2,689,882	2,740,230	2,886,848	2,980,935	1,097,935	(1,883,000)
FICA/Medicare	3,365,936	3,352,871	3,491,216	3,491,216	3,727,014	3,832,631	3,743,241	(89,390)
Workers Comp	1,191,461	1,273,433	997,381	1,043,104	1,064,878	790,000	790,000	0
<b>Total Fringe Benefits</b>	<b>\$19,604,283</b>	<b>\$20,533,879</b>	<b>\$21,514,579</b>	<b>\$23,135,386</b>	<b>\$23,534,453</b>	<b>\$24,354,838</b>	<b>\$22,536,677</b>	<b>(1,818,161)</b>
Health - employee share (only avail for 2008 budget forward)			1,584,681	1,584,681	1,814,781	1,945,109	1,755,743	130,329
Wisconsin Retirement - employee share paid by employees							1,883,000	

**2012 ADOPTED BUDGET  
SUMMARY OF COUNTY BOARD ACTIONS**

DEPARTMENT NAME	LINE ITEM	DETAIL	EXPENDITURES	REVENUES	LEVY
Levy per Executive Budget Book					67,729,129
<b>COUNTY BOARD ACTIONS:</b>					
Misc & Unclassified	Operating grants	Increase grant amount for Scholarships	2,000		67,731,129
Information Systems	Capital	Increase cost of new van	12,000		67,743,129
Land & Water Conservation	Membership dues	Increase membership dues	1,900		67,745,029
Clerk of Courts	Building rental	Remove Safety Building rent for Family Court	(100,000)		67,645,029
Facilities	Building rental	Increase Safety Building rent for Family Court	100,000		67,745,029
Airport	Capital	Increase land purchase	400,000		68,145,029
Airport	Reserves	Increase reserves applied for land purchase	(400,000)		67,745,029
Totals			15,900	0	67,745,029



# WINNEBAGO COUNTY 2012 BUDGET SUMMARY

DIVISION:	Expense	Revenue	Adjustments	Levy
Administration	\$ 19,006,333	\$ 10,338,852	\$ (174,081)	\$ 8,493,400
Public Safety	26,391,594	5,342,957	-	21,048,637
Transportation	19,746,905	15,939,280	(3,176,881)	630,744
Health & Human Services	71,793,598	44,573,976	(1,043,962)	26,175,660
Education, Culture, & Recreation	2,519,059	638,977	(16,450)	1,863,632
Planning & Environment	2,956,538	2,116,459	50	840,129
<b>Divisional Total</b>	<b>\$ 142,414,027</b>	<b>\$ 78,950,501</b>	<b>\$ (4,411,324)</b>	<b>\$ 59,052,202</b>
<b>OTHER:</b>				
Board of Supervisors	\$ 311,313	\$ 61	\$ -	\$ 311,252
Scholarship Program	9,000	9,450	450	-
Unclassified	3,669,825	3,846,250	-	(176,425)
Debt Service	8,758,000	-	(200,000)	8,558,000
<b>Other Total</b>	<b>\$ 12,748,138</b>	<b>\$ 3,855,761</b>	<b>\$ (199,550)</b>	<b>\$ 8,692,827</b>
<b>Grand Total</b>	<b>\$ 155,162,165</b>	<b>\$ 82,806,262</b>	<b>\$ (4,610,874)</b>	<b>\$ 67,745,029</b>

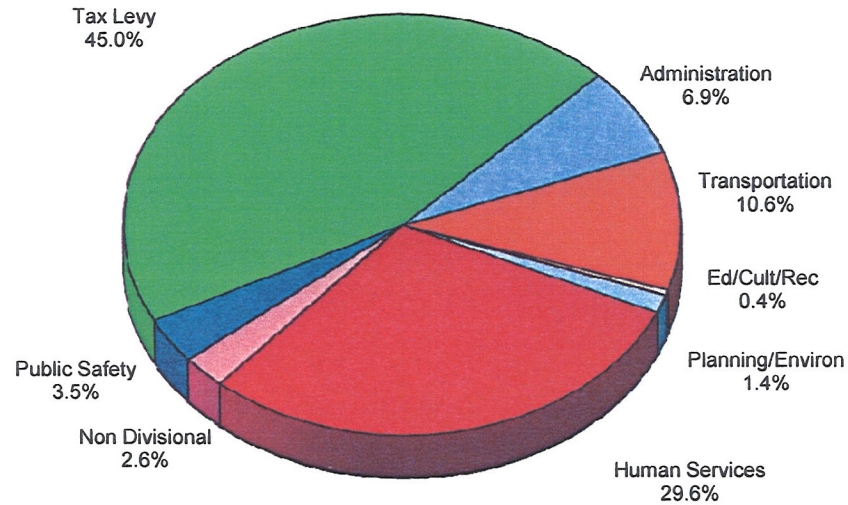
## 2012 APPROPRIATIONS FOR WINNEBAGO COUNTY

	EXPENDITURES					REVENUES				
	2010 Actual	2011 Estimated	2011 Budget	2011 Revised	2012 Budget	2010 Actual	2011 Estimated	2011 Budget	2011 Revised	2012 Budget
<b>ADMINISTRATION</b>										
County Executive	220,184	221,055	222,665	222,665	218,430	7,200	7,200	7,200	7,200	7,300
Corporation Counsel	526,083	498,162	500,095	500,095	471,113	15,885	18,200	18,200	18,200	18,200
County Clerk	259,088	258,130	254,399	254,399	214,505	45,547	41,250	43,000	43,000	46,750
Dog License	9,839	11,300	11,300	11,300	11,300	9,839	11,300	11,300	11,300	11,300
Elections	169,545	137,214	82,446	82,446	182,930	44,787	(42,000)	42,000	42,000	50,000
Treasurer	388,573	430,356	405,892	436,892	409,018	1,389,428	1,003,554	976,300	976,300	1,025,550
Human Resources and Payroll	670,752	707,114	707,114	718,691	718,392	23,120	23,000	23,100	23,100	26,100
Workers Compensation Fund	(113,322)	687,526	1,051,802	1,051,802	1,031,329	1,122,370	681,000	850,000	850,000	830,000
Self Funded Health Insurance	4,372,077	5,829,000	5,829,000	5,829,000	6,011,000	5,678,135	5,855,400	5,855,400	5,855,400	6,050,539
Self Funded Dental Insurance	647,965	600,000	600,000	600,000	688,000	554,392	539,765	539,800	539,800	618,965
Finance	738,589	739,738	769,277	769,277	803,876	37,404	40,500	40,500	40,500	45,500
General Services	522,150	522,312	545,748	545,748	529,119	524,184	523,700	549,700	549,700	529,700
Prop & Liab Insurance Fund	843,962	978,742	964,312	974,769	972,304	874,448	977,838	980,938	980,938	972,948
Information Systems	1,807,724	1,672,796	1,672,996	1,672,996	1,664,812	82,386	27,500	27,500	27,500	32,000
Technology Replacement	318,940	182,600	182,600	707,600	199,198	-	-	-	-	-
Facilities & Property Management	4,419,196	4,435,086	4,857,995	4,941,274	4,881,007	80,095	73,448	60,300	60,300	74,000
	<b>15,801,345</b>	<b>17,911,131</b>	<b>18,657,641</b>	<b>19,318,954</b>	<b>19,006,333</b>	<b>10,489,220</b>	<b>9,781,655</b>	<b>10,025,238</b>	<b>10,025,238</b>	<b>10,338,852</b>
<b>PUBLIC SAFETY</b>										
District Attorney	1,285,950	1,297,952	1,290,990	1,290,990	1,176,770	169,969	193,295	179,645	179,645	189,145
Clerk of Courts & Courts	4,055,887	3,934,259	4,331,550	4,346,450	4,064,405	2,084,093	1,990,741	2,234,058	2,244,058	2,032,246
Sheriff	19,801,254	20,770,373	20,733,373	20,871,584	20,285,494	2,468,319	2,795,760	2,766,111	2,768,611	2,669,382
Jail Improvements	149,886	217,874	217,700	217,700	181,800	186,846	217,700	217,700	217,700	181,800
Coroner	363,105	347,275	347,350	347,350	357,229	116,681	119,600	106,300	106,300	135,300
Emergency Management	417,990	325,922	325,922	357,085	325,896	250,040	135,084	135,084	166,247	135,084
	<b>26,074,072</b>	<b>26,893,655</b>	<b>27,246,885</b>	<b>27,431,159</b>	<b>26,391,594</b>	<b>5,275,948</b>	<b>5,452,180</b>	<b>5,638,898</b>	<b>5,682,561</b>	<b>5,342,957</b>
<b>TRANSPORTATION</b>										
Airport	2,803,664	2,127,439	2,135,824	2,810,824	3,215,115	8,937,697	1,870,000	1,195,700	1,845,700	1,482,500
Airport Debt	122,551	191,647	177,000	177,000	193,000	-	-	-	-	-
Highway Department	12,640,908	13,257,732	13,601,731	13,624,065	13,211,548	10,917,598	12,137,412	12,299,653	12,299,653	11,730,862
County Road Maintenance	2,953,538	3,256,390	3,256,390	3,420,088	3,124,242	2,737,657	2,349,183	2,848,546	2,848,546	2,725,918
Underground Storage Tanks	400	-	3,000	3,000	3,000	-	-	-	-	-
	<b>18,521,061</b>	<b>18,833,208</b>	<b>19,173,945</b>	<b>20,034,977</b>	<b>19,746,905</b>	<b>22,592,952</b>	<b>16,356,595</b>	<b>16,343,899</b>	<b>16,993,899</b>	<b>15,939,280</b>
<b>HEALTH &amp; HUMAN SERVICES</b>										
Public Health	2,295,370	2,250,037	2,236,909	2,310,162	3,183,948	1,446,162	1,263,613	1,284,112	1,354,493	2,463,999

## 2012 APPROPRIATIONS FOR WINNEBAGO COUNTY

	EXPENDITURES					REVENUES				
	2010 Actual	2011 Estimated	2011 Budget	2011 Revised	2012 Budget	2010 Actual	2011 Estimated	2011 Budget	2011 Revised	2012 Budget
Child Support	1,255,466	1,257,321	1,434,645	1,434,645	1,352,447	1,203,284	1,313,874	1,320,874	1,320,874	1,359,565
Veterans	356,189	373,845	372,845	376,590	378,804	15,845	13,400	13,400	13,400	13,400
Human Services	58,010,540	45,083,752	46,328,428	46,335,081	45,933,859	41,483,263	26,889,092	27,706,692	27,706,692	27,740,546
Park View Health Center	17,625,394	17,370,973	17,960,207	18,006,208	18,089,540	13,060,301	12,676,890	12,771,420	12,785,617	12,996,466
Park View Health Center Debt	3,132,041	678,548	3,813,000	3,813,000	2,855,000	-	-	-	-	-
	<b>82,675,000</b>	<b>67,014,476</b>	<b>72,146,034</b>	<b>72,275,686</b>	<b>71,793,598</b>	<b>57,208,855</b>	<b>42,156,869</b>	<b>43,096,498</b>	<b>43,181,076</b>	<b>44,573,976</b>
<b>EDUCATION, CULTURE, &amp; RECREATION</b>										
UW-Fox Valley	345,479	322,010	313,800	363,300	304,024	95,147	161,110	156,900	181,650	152,012
University Extension	506,218	526,055	535,769	540,176	526,473	39,531	34,275	40,000	40,000	39,600
Parks	1,450,186	1,505,316	1,508,928	1,516,680	1,521,112	313,479	282,855	260,597	265,597	296,365
Boat Launch	250,484	291,469	241,959	292,177	167,450	105,598	174,000	195,500	195,500	151,000
	<b>2,552,367</b>	<b>2,644,850</b>	<b>2,600,456</b>	<b>2,712,333</b>	<b>2,519,059</b>	<b>553,755</b>	<b>652,240</b>	<b>652,997</b>	<b>682,747</b>	<b>638,977</b>
<b>PLANNING &amp; ENVIRONMENT</b>										
Register of Deeds	575,989	667,765	682,265	682,265	627,762	968,753	1,075,100	1,090,100	1,090,100	1,050,100
Planning	976,352	977,468	963,472	963,472	862,118	316,581	278,487	277,835	277,835	216,280
Tax Lister	150,260	173,247	173,597	213,597	170,893	655	1,000	1,000	1,000	1,000
Land Records Modernization	223,375	236,229	237,010	294,095	236,950	219,218	257,375	257,800	257,800	237,000
Land & Water Conservation	675,151	891,543	1,080,094	1,422,496	1,058,815	348,958	425,673	618,433	873,383	612,079
	<b>2,601,127</b>	<b>2,946,252</b>	<b>3,136,438</b>	<b>3,575,925</b>	<b>2,956,538</b>	<b>1,854,165</b>	<b>2,037,635</b>	<b>2,245,168</b>	<b>2,500,118</b>	<b>2,116,459</b>
<b>NON-DIVISIONAL BUDGETS</b>										
County Board	264,716	316,132	316,133	363,633	311,313	38	61	61	61	61
Scholarship Program	7,000	9,000	9,000	9,000	9,000	9,429	7,450	7,450	9,450	9,450
Unclassified	3,229,815	3,114,997	3,074,897	2,951,402	3,669,825	4,836,624	4,630,628	4,805,310	4,805,310	3,846,250
Debt Service	19,070,458	9,098,000	8,648,000	8,648,000	8,758,000	9,524,189	31,850	-	-	-
Fund Adjustments						1,384,126	(1,591,054)	2,928,318	4,175,020	3,810,874
Reserves applied						1,195,000	675,000	675,000	675,000	800,000
Tax Levy						67,790,623	68,590,592	68,590,592	68,590,589	67,745,029
	<b>22,571,989</b>	<b>12,538,129</b>	<b>12,048,030</b>	<b>11,972,035</b>	<b>12,748,138</b>	<b>84,740,029</b>	<b>72,344,527</b>	<b>77,006,731</b>	<b>78,255,430</b>	<b>76,211,664</b>
	<b>170,796,961</b>	<b>148,781,701</b>	<b>155,009,429</b>	<b>157,321,069</b>	<b>155,162,165</b>	<b>182,714,924</b>	<b>148,781,701</b>	<b>155,009,429</b>	<b>157,321,069</b>	<b>155,162,165</b>

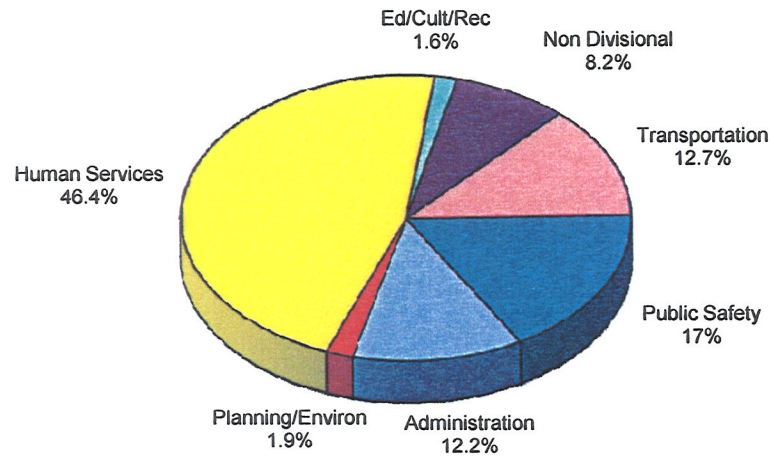
### Winnebago County Revenues By Division (In Thousands)



	2011	2012	Change	Percent
Administration	10,025	10,339	314	3.13
Transportation	16,344	15,939	(405)	(2.48)
Ed/Cult/Rec	653	639	(14)	(2.14)
Planning/Environ	2,245	2,116	(129)	(5.75)
Human Services	43,097	44,574	1,477	3.43
Non Divisional	4,813	3,856	(957)	(19.88)
Public Safety	5,639	5,343	(296)	(5.25)
Tax Levy	68,590	67,745	(845)	(1.23)
	151,406	150,551	(855)	(0.56)
Fund Adjustments *				
& Reserves Applied	3,603	4,611	1,008	27.98
	155,009	155,162	153	0.10

\* Fund adjustments represent non levy items such as depreciation and restricted funds. Reserves applied represent fund balances (savings) being used to reduce the tax levy.

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



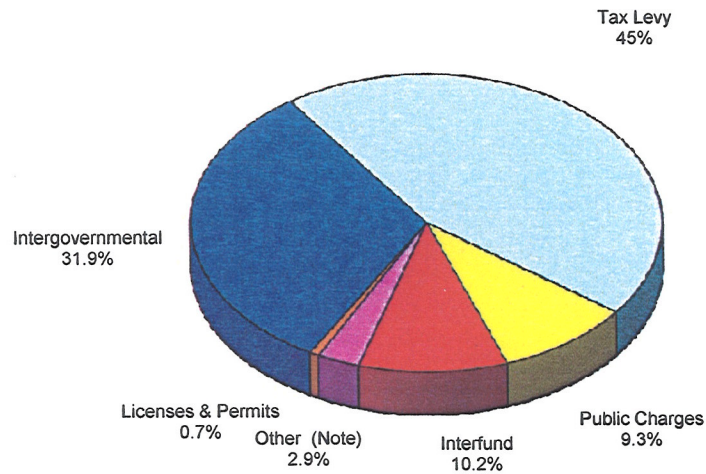
	2011	2012	Change	Percent
Administration	18,658	19,006	348	1.87
Planning/Environ	3,136	2,957	(179)	(5.71)
Human Services	72,146	71,794	(352)	(0.49)
Ed/Cult/Rec	2,600	2,519	(81)	(3.12)
Non Divisional *	12,048	12,748	700	5.81
Transportation	19,174	19,747	573	2.99
Public Safety	27,247	26,391	(856)	(3.14)
	<u>155,009</u>	<u>155,162</u>	<u>153</u>	<u>0.10</u>

**Human Services      2012  
Exp breakdown    (Thousands)**

Public health	\$ 3,184
Child support	1,352
Veterans	379
Human Services	45,934
Park View	20,945
Total	<u>\$ 71,794</u>

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

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



Intergov Revenue	2012 (Thousands)
Basic County allocation	6,542
Youth aids	2,078
Childrens Wavier revenue	2,308
Community options	1,063
Income maintenance	1,944
W-2 admin	1,900
ADRC	1,693
Other Human services	7,581
Medicaid	6,165
State Shared revenue	3,176
Transportation aids	2,108
Hwy maint state	2,966
Hwy maint municipal	2,315
Other general	6,255
<b>Total</b>	<b>48,094</b>

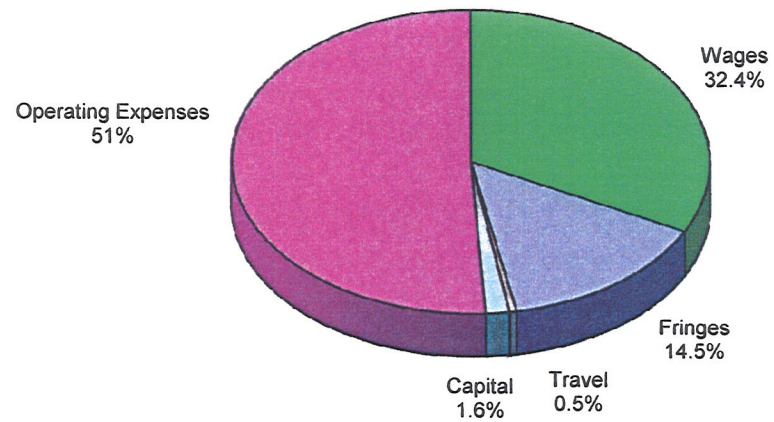
	2011	2012	Change	Percent	Excluding Interfund
Intergovernmental	48,421	48,094	(327)	(0.68)	35.6%
Tax Levy	68,590	67,745	(845)	(1.23)	50.1%
Public Charges	13,875	13,950	75	0.54	10.3%
Interfund	15,028	15,390	362	2.41	-
Other (Note)	4,423	4,383	(40)	(0.90)	3.2%
Licenses & Permits	1,069	989	(80)	(7.48)	0.7%
	151,406	150,551	(855)	(0.56)	99.9%
<b>Fund Adjustments &amp; Reserves Applied</b>	<b>3,603</b>	<b>4,611</b>	<b>1,008</b>	<b>27.98</b>	
	<b>155,009</b>	<b>155,162</b>	<b>153</b>	<b>0.10</b>	

\* Fund adjustments represent non levy items such as depreciation and restricted funds  
Reserves applied represent fund balances (savings) being used to reduce the tax levy.

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

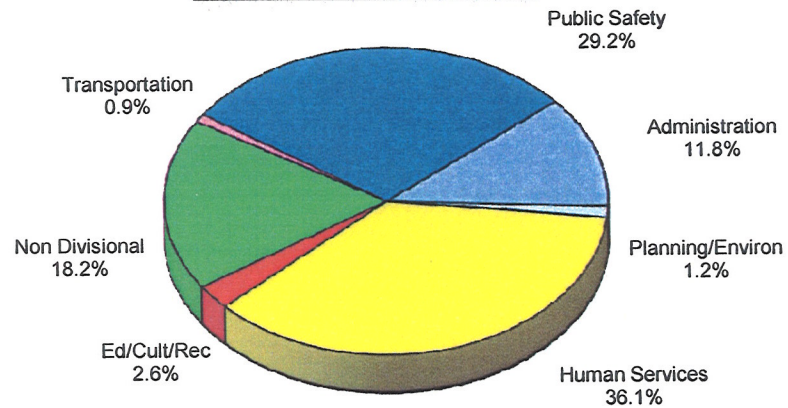


**Winnebago County  
Where The Funds Go  
(In Thousands)**



	2011	2012	Change	Percent
Wages	50,009	50,349	340	0.68
Fringes	24,355	22,537	(1,818)	(7.46)
Travel	701	729	28	3.99
Capital	2,281	2,530	249	10.92
Operating Expenses	77,663	79,017	1,354	1.74
	<u>155,009</u>	<u>155,162</u>	<u>153</u>	<u>0.10</u>

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



	2011	2012	Change	Percent	Non Divisional Levy	2012 (Thousands)
Administration	7,863	7,975	112	1.42		
Planning/Environ	845	789	(56)	(6.63)	Debt Service	8,558
Human Services	26,227	24,578	(1,649)	(6.29)	Library	2,110
Ed/Cult/Rec	1,761	1,750	(11)	(0.62)	Board	292
Non Divisional	11,413	12,297	884	7.75	Misc	1,337
Transportation	467	592	125	26.77		
Public Safety	20,014	19,764	(250)	(1.25)	Total	12,297
	<u>68,590</u>	<u>67,745</u>	<u>(845)</u>	<u>(1.23)</u>		

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



## FINANCIAL COMPARISON - TOTAL

	2011 Budget	2012 Budget	Increase/ (Decrease)	Percent Increase/ -Decrease
Wages	\$ 50,009,317	\$ 50,349,293	\$ 339,976	0.680%
Fringe Benefits	24,354,837	22,536,677	(1,818,160)	-7.465%
Capital Outlay	2,280,868	2,529,612	248,744	10.906%
Travel & Meetings	701,622	729,216	27,594	3.933%
Other operating expenses	<u>77,662,785</u>	<u>79,017,367</u>	<u>1,354,582</u>	<u>1.744%</u>
Total Expenditures	155,009,429	155,162,165	152,736	0.099%
Revenues	78,391,512	78,423,571	32,059	0.041%
Non operating revenues	<u>4,424,007</u>	<u>4,382,691</u>	<u>(41,316)</u>	<u>-0.934%</u>
Levy before adjustments	72,193,910	72,355,903	161,993	0.224%
Fund adjustments	(2,928,318)	(3,810,874)	(882,556)	30.139%
Fund reserves applied (Note 2)	<u>(675,000)</u>	<u>(800,000)</u>	<u>(125,000)</u>	<u>18.519%</u>
Levy	<u>68,590,592</u>	<u>67,745,029</u>	<u>(845,563)</u>	<u>-1.233%</u>
Equalized value (TID Out)	<u>11,439,687,350</u>	<u>11,452,051,900</u>	<u>12,364,550</u>	<u>0.108%</u>
Tax Rate (Note 1)	<u>\$6.00</u>	<u>\$5.92</u>	<u>(\$0.08)</u>	<u>-1.400%</u>

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

The 2012 tax mill rate is .08 cents lower than the 2011 rate based on equalized property values. The tax rate for operating expenses is \$4.66 per thousand dollars of equalized value.

Taxes are actually allocated to individual properties based on assessed valuation. The County experienced real growth in property value (from new construction) of about .86%. Existing property values declined by an average of .78%.

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

**Note 2:** These are special purpose funds that must be applied to their designated purpose. An example is debt service funds. These funds must be applied to debt service if not used for capital projects. No general fund reserves are being applied to the 2012 budget.

## FINANCIAL COMPARISON - OPERATING

	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>Increase/ (Decrease)</u>	<u>Percent Increase/ -Decrease</u>
Wages	\$ 48,594,245	\$ 48,323,913	\$ (270,332)	-0.556%
Fringe Benefits	23,737,781	21,668,248	(2,069,533)	-8.718%
Capital Outlay	2,280,868	2,529,612	248,744	10.906%
Travel & Meetings	655,807	673,366	17,559	2.677%
Other operating expenses	<u>62,595,542</u>	<u>64,698,480</u>	<u>2,102,938</u>	<u>3.360%</u>
Total Expenditures	137,864,243	137,893,619	29,376	0.021%
Revenues	77,131,428	76,848,653	(282,775)	-0.367%
Non operating revenues	<u>4,398,979</u>	<u>3,492,610</u>	<u>(906,369)</u>	<u>-20.604%</u>
Levy before adjustments	56,333,836	57,552,356	1,218,520	2.163%
Fund adjustments	(2,928,318)	(3,810,874)	(882,556)	30.139%
Fund reserves applied	<u>(300,000)</u>	<u>(400,000)</u>	<u>(100,000)</u>	<u>33.333%</u>
Levy	<u>53,105,518</u>	<u>53,341,482</u>	<u>235,964</u>	<u>0.444%</u>
Equalized value (TID Out)	<u>11,439,687,350</u>	<u>11,452,051,900</u>	<u>12,364,550</u>	<u>0.108%</u>
Tax Rate	<u>\$4.64</u>	<u>\$4.66</u>	<u>\$0.02</u>	<u>0.431%</u>

## FINANCIAL COMPARISON - DEBT SERVICE

	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>Increase/ (Decrease)</u>	<u>Percent Increase/ -Decrease</u>
Wages	\$ -	\$ -	\$ -	0.000%
Fringe Benefits	-	-	-	0.000%
Capital Outlay	-	-	-	0.000%
Travel & Meetings	-	-	-	0.000%
Other operating expenses	<u>12,638,000</u>	<u>11,806,000</u>	<u>(832,000)</u>	<u>-6.583%</u>
Total Expenditures	<u>12,638,000</u>	<u>11,806,000</u>	<u>(832,000)</u>	<u>-6.583%</u>
Revenues	-	-	-	0.000%
Non operating revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>NA</u>
Levy before adjustments	12,638,000	11,806,000	(832,000)	-6.583%
Fund adjustments	-	-	-	0.000%
Fund reserves applied	<u>(375,000)</u>	<u>(200,000)</u>	<u>175,000</u>	<u>0.000%</u>
Levy	<u>12,263,000</u>	<u>11,606,000</u>	<u>(657,000)</u>	<u>-5.358%</u>
Equalized value (TID Out)	<u>11,439,687,350</u>	<u>11,452,051,900</u>	<u>12,364,550</u>	<u>0.108%</u>
Tax Rate	<u>\$1.07</u>	<u>\$1.01</u>	<u>(\$0.06)</u>	<u>-5.607%</u>

## FINANCIAL COMPARISON - LIBRARY TAX

	2011 Budget	2012 Budget	Increase/ (Decrease)	Percent Increase/ -Decrease
Wages	\$ -	\$ -	\$ -	0.000%
Fringe Benefits	-	-	-	0.000%
Capital Outlay	-	-	-	0.000%
Travel & Meetings	-	-	-	0.000%
Other operating expenses	<u>2,098,680</u>	<u>2,109,605</u>	<u>10,925</u>	<u>0.521%</u>
Total Expenditures	2,098,680	2,109,605	10,925	0.521%
Revenues	-	-	-	0.000%
Non operating revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.000%</u>
Levy before adjustments	2,098,680	2,109,605	10,925	0.521%
Fund adjustments	-	-	-	0.000%
Fund reserves applied	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.000%</u>
Levy	<u>2,098,680</u>	<u>2,109,605</u>	<u>10,925</u>	<u>0.521%</u>
Equalized value (TID Out) <b>Note 1</b>	<u>4,935,888,400</u>	<u>4,987,917,200</u>	<u>52,028,800</u>	<u>1.054%</u>
Tax Rate	<u>\$0.43</u>	<u>\$0.42</u>	<u>(\$0.01)</u>	<u>-2.326%</u>

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

<b>Note 1:</b> Total valuation includes only those municipalities that pay the County Library Tax.
--

## FINANCIAL COMPARISON - SPECIAL PURPOSE TAXES

	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>Increase/ (Decrease)</u>	<u>Percent Increase/ -Decrease</u>
Wages	\$ 1,415,072	\$ 2,025,380	\$ 610,308	43.129%
Fringe Benefits	617,056	868,429	251,373	40.737%
Capital Outlay	-	-	-	0.000%
Travel & Meetings	45,815	55,850	10,035	21.903%
Other operating expenses	<u>330,563</u>	<u>403,282</u>	<u>72,719</u>	<u>21.999%</u>
Total Expenditures	2,408,506	3,352,941	944,435	39.212%
Revenues	1,260,084	1,574,918	314,834	24.985%
Non operating revenues	<u>25,028</u>	<u>890,081</u>	<u>865,053</u>	<u>3456.341%</u>
Levy before adjustments	1,123,394	887,942	(235,452)	-20.959%
Fund adjustments	-	-	-	0.000%
Fund reserves applied	<u>-</u>	<u>(200,000)</u>	<u>(200,000)</u>	<u>0.000%</u>
Levy	<u>1,123,394</u>	<u>687,942</u>	<u>(435,452)</u>	<u>-38.762%</u>
Equalized value (TID Out) <b>Note 1</b>	<u>5,272,437,300</u>	<u>5,325,985,200</u>	<u>53,547,900</u>	<u>1.016%</u>
Tax Rate	<u>\$0.21</u>	<u>\$0.13</u>	<u>(\$0.08)</u>	<u>-38.095%</u>

Special Levies consist of Public Health and Tax Lister.

<b>Note 1:</b> Total valuation includes only those municipalities that pay for Public Health and Tax Lister services.
---

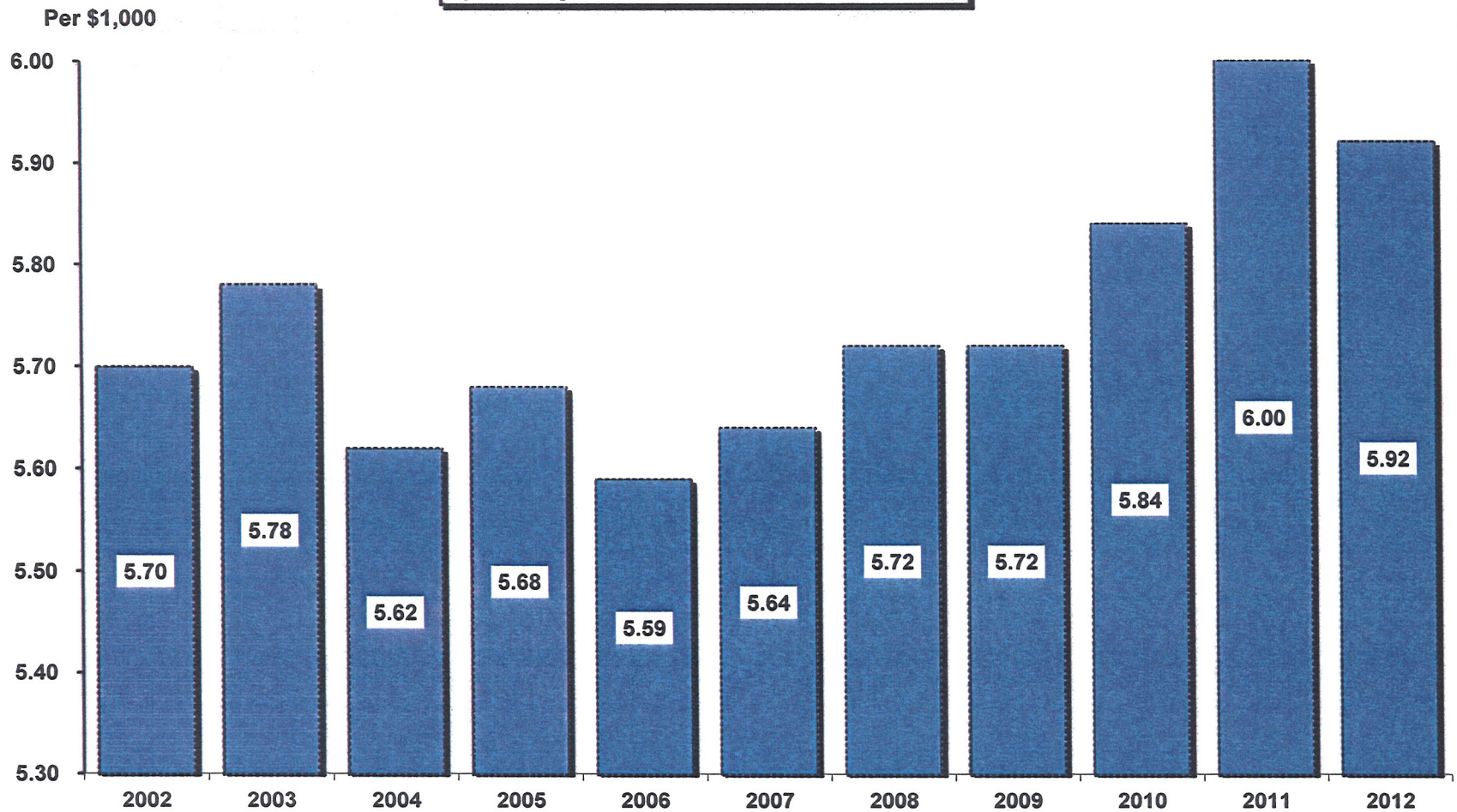
**WINNEBAGO COUNTY, WISCONSIN  
INFORMATION ON COUNTY TAX RATES**

Year	Equalized Value (000) (TID Out)	Valuation Base for Library Tax	Valutation Base for Special Levy	TAX LEVY					TAX RATE				
				Total	Operating	Debt Service	Library	Special Levy	Equalized Rate	Operating	Debt Service	Library *	Special Levy *
2002	7,901,354	3,158,044	3,262,535	45,002,199	35,397,720	7,128,289	1,679,102	797,088	5.70	4.48	0.90	0.53	0.24
2003	8,392,125	3,386,423	3,632,476	48,481,232	36,542,542	9,254,273	1,764,874	919,543	5.78	4.35	1.10	0.52	0.25
2004	8,961,053	3,674,495	3,933,509	50,371,973	38,248,523	9,317,423	1,826,609	979,418	5.62	4.27	1.04	0.50	0.25
2005	9,581,695	3,910,310	4,186,051	54,399,902	42,060,593	9,599,815	1,900,886	838,608	5.68	4.39	1.00	0.49	0.20
2006	10,123,586	4,257,226	4,548,784	56,551,363	43,438,735	10,223,316	1,900,886	988,426	5.59	4.29	1.01	0.45	0.22
2007	10,772,552	4,540,001	4,854,599	60,721,880	45,365,161	12,340,037	2,017,914	998,768	5.64	4.21	1.15	0.44	0.21
2008	11,163,115	4,753,310	5,082,006	63,878,273	48,043,727	12,745,445	2,085,123	1,003,978	5.72	4.30	1.14	0.44	0.20
2009	11,546,865	4,949,802	5,285,789	66,012,889	50,569,507	12,381,000	2,029,530	1,032,852	5.72	4.38	1.07	0.41	0.20
2010	11,617,689	5,028,221	5,366,235	67,790,623	52,570,377	12,069,000	2,056,999	1,094,247	5.84	4.53	1.04	0.41	0.20
2011	11,439,687	4,935,888	5,272,437	68,590,592	53,105,518	12,263,000	2,098,680	1,123,394	6.00	4.64	1.07	0.43	0.21
2012	11,452,052	4,987,917	5,325,985	67,745,029	53,341,482	11,606,000	2,109,605	687,942	5.92	4.66	1.01	0.42	0.13

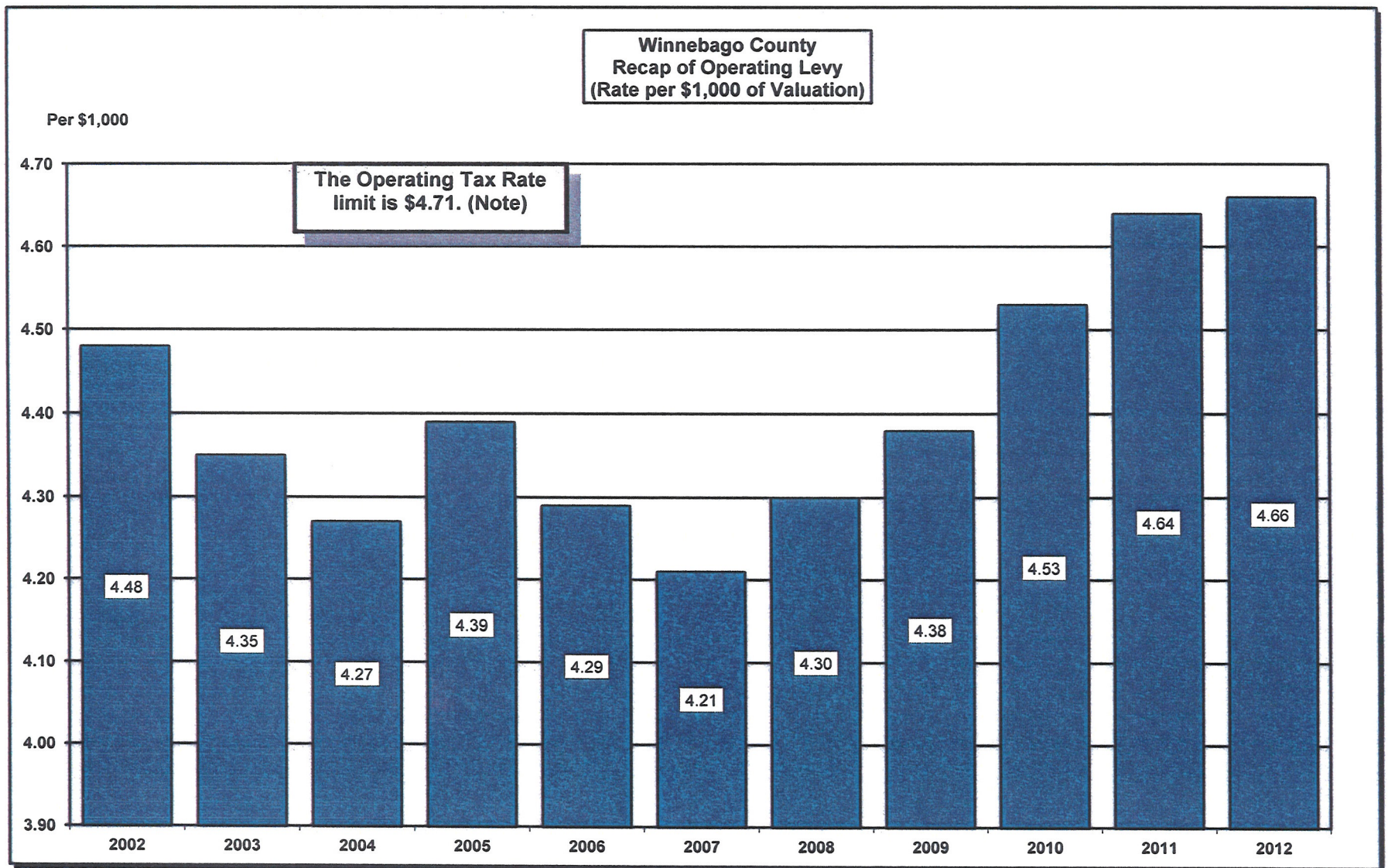
\* Tax rate calculation for Library tax rate and Special Levy tax rates are based on total equalized value of those municipalites which pay for these services.

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

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



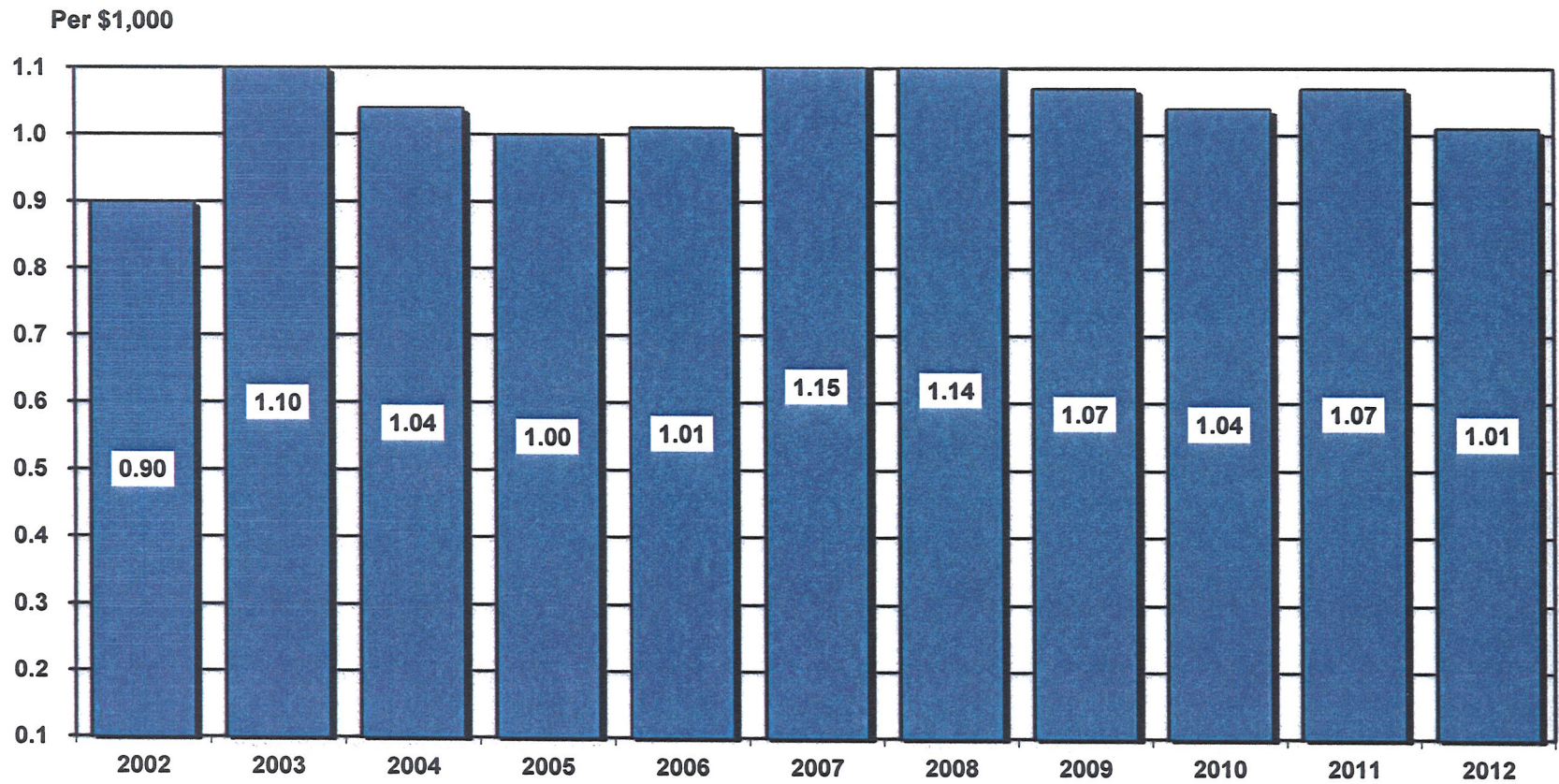




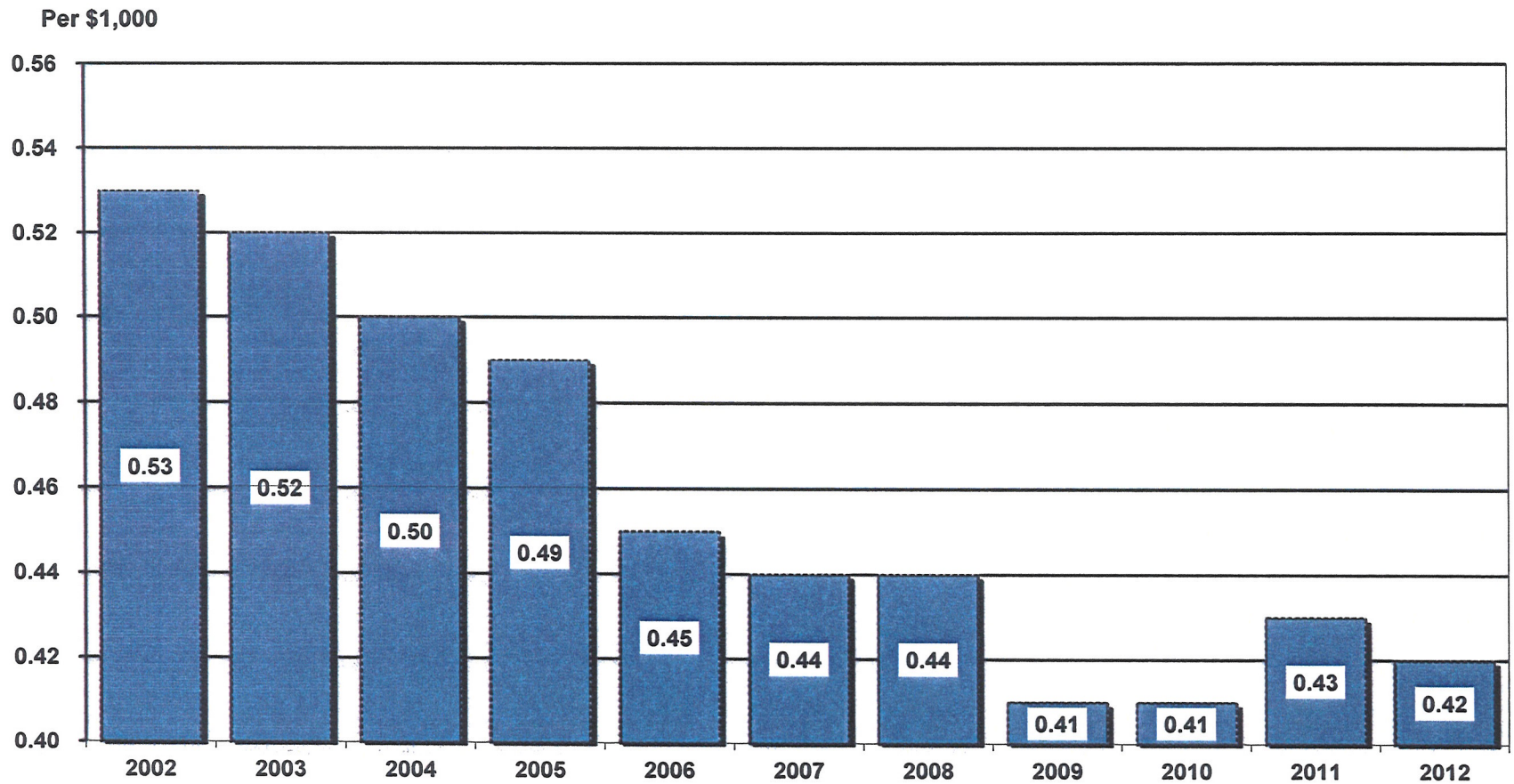
Note: The County is not subject to tax rate limits for 2012 and 2013 per the state biennial budget. The date is shown for information only.



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



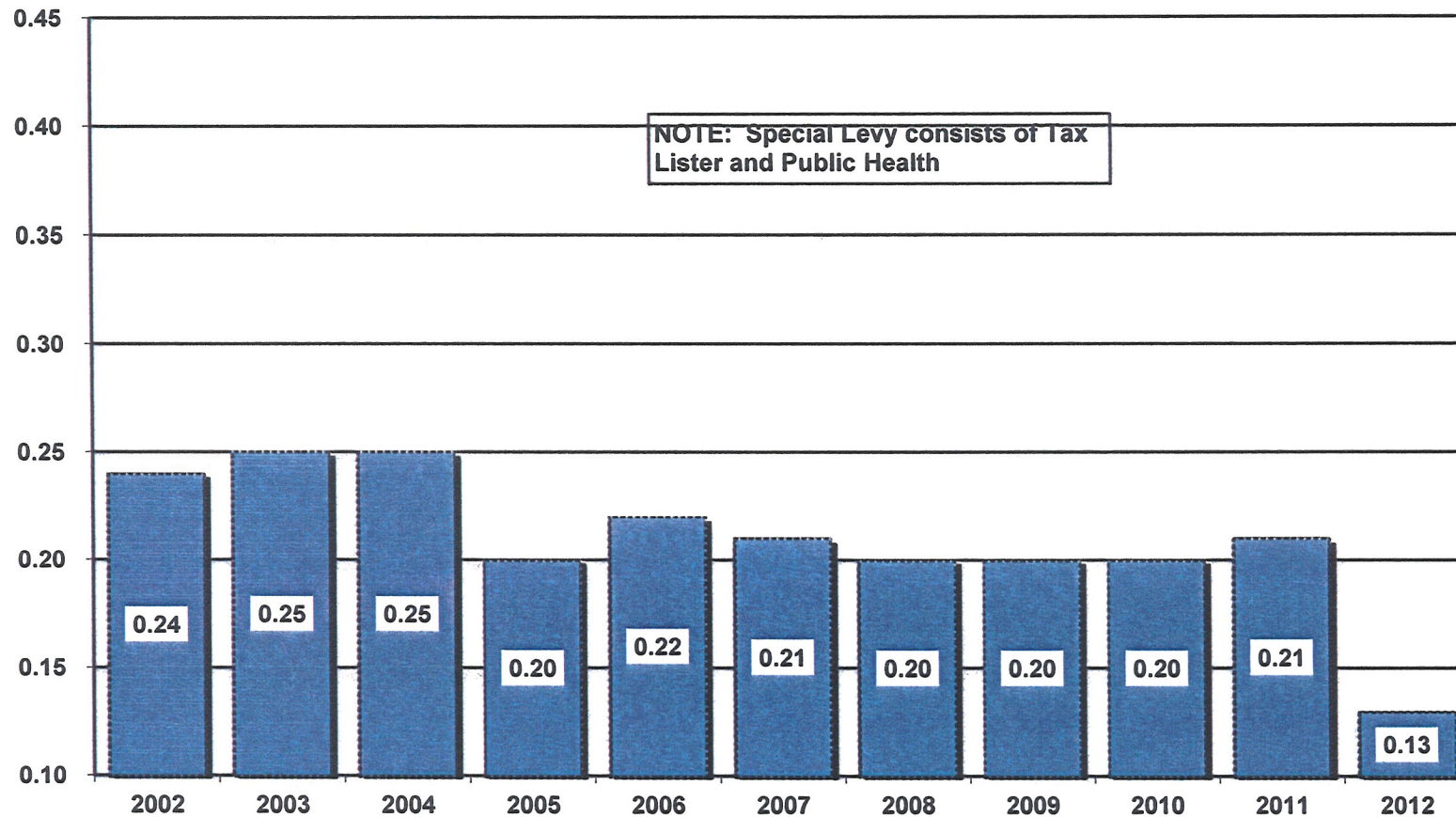
**Winnebago County  
Recap of Library Tax  
(Rate per \$1,000 of Valuation)**





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

Per \$1,000



**WINNEBAGO COUNTY, WISCONSIN**  
**APPORTIONMENT OF COUNTY TAXES - 2012**  
(See Note Below)

	Equalized Value (TID out)	Public Health	County Library Tax	Bridge & Culvert Aid	Tax Lister & Data Processing	All Other County Taxes	Tax Apportionment	2012 Tax Rate	2011 Tax Rate
<b>Towns</b>									
Algoma	573,121,900	55,950.99	242,397.93	5,116.01	18,077.49	3,248,090.94	3,569,633.36	6.228	6.373
Black Wolf	264,129,300	25,785.61	111,711.66	2,357.77	8,331.20	1,496,917.12	1,645,103.36	6.228	6.373
Clayton	438,229,000	42,782.08	185,345.92	3,911.88	13,822.68	2,483,603.65	2,729,466.21	6.228	6.373
Menasha	1,436,584,600	140,246.49	607,593.50	12,823.78	45,312.96	8,141,649.14	8,947,625.87	6.228	6.373
Neenah	375,195,200	36,628.41	158,686.21	3,349.21	11,834.46	2,126,368.11	2,336,866.40	6.228	6.373
Nekimi	127,418,600	12,439.23	53,890.81	1,137.41	4,019.06	722,127.70	793,614.21	6.228	6.373
Nepeuskun	54,153,800	5,286.76	22,903.97	483.41	1,708.13	306,909.35	337,291.62	6.228	6.373
Omro	178,514,900	17,427.51	75,501.64	1,593.53	5,630.74	1,011,709.08	1,111,862.50	6.228	6.373
Oshkosh	311,908,100	30,450.01	131,919.37	2,784.27	9,838.25	1,767,697.02	1,942,688.92	6.228	6.373
Poygan	147,223,700	14,372.71	62,267.24	1,314.20	4,643.75	834,370.43	916,968.33	6.228	6.373
Rushford	105,616,000	10,310.76	44,669.55	942.79	3,331.36	598,564.41	657,818.87	6.228	6.373
Utica	127,154,500	12,413.45	53,779.11	1,135.05	4,010.73	720,630.95	791,969.29	6.228	6.373
Vinland	235,016,700	22,943.49	99,398.68	2,097.89	7,412.93	1,331,925.40	1,463,778.39	6.228	6.373
Winchester	129,976,600	12,688.96	54,972.70	1,160.25	4,099.74	736,624.82	809,546.47	6.228	6.373
Winneconne	301,312,200	29,415.59	127,437.91	2,689.68	9,504.03	1,707,646.19	1,876,693.40	6.228	6.373
Wolf River	182,362,100	17,803.08	77,128.80	1,627.87	5,752.10	1,033,512.57	1,135,824.42	6.228	6.373
<b>Total Towns</b>	<b>4,987,917,200</b>	<b>486,945.13</b>	<b>2,109,605.00</b>	<b>44,525.00</b>	<b>157,329.61</b>	<b>28,268,346.88</b>	<b>31,066,751.62</b>		
<b>Villages</b>									
Winneconne	172,428,000	16,833.27	-	-	5,438.75	977,212.40	999,484.42	5.797	5.912
<b>Cities</b>									
Appleton	67,329,600	-	-	-	-	381,581.41	381,581.41	5.667	5.699
Menasha	795,376,700	-	-	-	-	4,507,689.99	4,507,689.99	5.667	5.699
Neenah	1,795,733,300	-	-	-	-	10,177,075.88	10,177,075.88	5.667	5.699
Omro	165,640,000	16,170.60	-	-	5,224.64	938,742.32	960,137.56	5.797	5.699
Oshkosh	3,467,627,100	-	-	-	-	19,652,308.12	19,652,308.12	5.667	5.699
<b>Total Cities</b>	<b>6,291,706,700</b>	<b>16,170.60</b>	<b>-</b>	<b>-</b>	<b>5,224.64</b>	<b>35,657,397.72</b>	<b>35,678,792.96</b>		
<b>Total all taxing Districts</b>	<b>11,452,051,900</b>	<b>519,949.00</b>	<b>2,109,605.00</b>	<b>44,525.00</b>	<b>167,993.00</b>	<b>64,902,957.00</b>	<b>67,745,029.00</b>		

NOTE: This schedule reflects apportionment of the County Levy Only. It does not include State Taxes and Special Charges or County Special Charges.

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

	Tax Apportionment		Increase/(Decrease)		Equalized Value (TID Out)		Increase/(Decrease)	
	2012	2011	Amount	Percent	2012	2011	Amount	Percent
<b>Towns</b>								
Algoma	3,665,207.98	3,702,774.18	(37,566.20)	(1.01)	573,121,900	566,316,700	6,805,200	1.20
Black Wolf	1,689,149.93	1,695,006.53	(5,856.60)	(0.35)	264,129,300	259,240,900	4,888,400	1.89
Clayton	2,802,545.90	2,823,819.84	(21,273.94)	(0.75)	438,229,000	431,886,000	6,343,000	1.47
Menasha	9,187,192.75	9,245,745.41	(58,552.66)	(0.63)	1,436,584,600	1,414,080,300	22,504,300	1.59
Neenah	2,399,434.48	2,397,106.49	2,327.99	0.10	375,195,200	366,622,800	8,572,400	2.34
Nekimi	814,862.72	801,733.21	13,129.51	1.64	127,418,600	122,620,200	4,798,400	3.91
Nepeuskun	346,322.38	353,538.79	(7,216.41)	(2.04)	54,153,800	54,071,600	82,200	0.15
Omro	1,141,631.89	1,194,851.23	(53,219.34)	(4.45)	178,514,900	182,745,200	(4,230,300)	(2.31)
Oshkosh	1,994,703.16	2,016,572.82	(21,869.66)	(1.08)	311,908,100	308,422,500	3,485,600	1.13
Poygan	941,519.56	912,034.45	29,485.11	3.23	147,223,700	139,490,100	7,733,600	5.54
Rushford	675,431.54	726,091.10	(50,659.56)	(6.98)	105,616,000	111,051,200	(5,435,200)	(4.89)
Utica	813,173.76	822,676.85	(9,503.09)	(1.16)	127,154,500	125,823,400	1,331,100	1.06
Vinland	1,502,970.10	1,561,513.80	(58,543.70)	(3.75)	235,016,700	238,824,000	(3,807,300)	(1.59)
Winchester	831,221.55	886,783.36	(55,561.81)	(6.27)	129,976,600	135,628,100	(5,651,500)	(4.17)
Winneconne	1,926,940.65	1,973,487.74	(46,547.09)	(2.36)	301,312,200	301,832,900	(520,700)	(0.17)
Wolf River	1,166,235.39	1,158,807.25	7,428.14	0.64	182,362,100	177,232,500	5,129,600	2.89
<b>Total Towns</b>	<b>31,898,543.74</b>	<b>32,272,543.05</b>	<b>(373,999.31)</b>	<b>(1.16)</b>	<b>4,987,917,200</b>	<b>4,935,888,400</b>	<b>52,028,800</b>	<b>1.05</b>
<b>Villages</b>								
Winneconne	1,030,998.26	1,063,163.02	(32,164.76)	(3.03)	172,428,000	174,524,400	(2,096,400)	(1.20)
<b>Cities</b>								
Appleton	394,822.02	423,520.41	(28,698.39)	(6.78)	67,329,600	72,170,800	(4,841,200)	(6.71)
Menasha	4,647,785.75	4,675,120.03	(27,334.28)	(0.58)	795,376,700	795,868,650	(491,950)	(0.06)
Neenah	10,497,075.32	10,620,306.26	(123,230.94)	(1.16)	1,795,733,300	1,807,762,400	(12,029,100)	(0.67)
Omro	990,429.54	987,372.95	3,056.59	0.31	165,640,000	162,024,500	3,615,500	2.23
Oshkosh	20,282,921.86	20,524,146.05	(241,224.19)	(1.18)	3,467,627,100	3,491,448,200	(23,821,100)	(0.68)
<b>Total Cities</b>	<b>36,813,034.49</b>	<b>37,230,465.70</b>	<b>(417,431.21)</b>	<b>(1.12)</b>	<b>6,291,706,700</b>	<b>6,329,274,550</b>	<b>(37,567,850)</b>	<b>(0.59)</b>
<b>Total all taxing Districts</b>	<b>69,742,576.49</b>	<b>70,566,171.77</b>	<b>(823,595.28)</b>	<b>(1.17)</b>	<b>11,452,051,900</b>	<b>11,439,687,350</b>	<b>12,364,550</b>	<b>0.11</b>

NOTE: This schedule reflects apportionment of all County Taxes, State Taxes and Special Charges, and County Special Charges.

## **2012 Budget Information on a Fund Accounting Basis**

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

### **FUND PROJECTIONS:**

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

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

### **REVENUE SOURCES:**

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

### **EXPENDITURES:**

Wages and benefits are the primary use of funds. The proportion of total costs ranges in the 48% area. General operating expenses consist of the following categories:

- Wages & benefits
- Travel
- Capital outlay
- Other operating expenses – some of which are:
  - Office expenses
  - Publications, dues and subscriptions
  - Repairs and maintenance

- Contracted services
- Utilities
- Insurance
- Other general operating expenses
- Debt service costs – for debt service funds

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

# FUND PROJECTIONS 2010 THROUGH 2012

FUND	TOTAL FUND BALANCE 12/31/10	ESTIMATED SURPLUS / (DEFICIT) 2011	Note 1 ADJUSTMENTS 2011	BALANCE 12/31/11	REVENUES 2012	EXPENSES 2012	Note 2 ADJUSTMENTS 2012	ESTIMATED SURPLUS / (DEFICIT) 2012	Note 3 TOTAL FUND BALANCE 12/31/12	Note 4 AVAILABLE RESOURCES 12/31/12
<b>General Fund</b>										
Designated Fund Balance	587,451	(587,451)		-	-	-		-	-	-
Undesignated Fund Balance	14,774,658	98,003	(525,000)	14,347,661	49,522,112	49,524,112		(2,000)	14,345,661	14,345,661
Land Records Modernization	110,216	21,146		131,362	237,000	236,950	-	50	131,412	131,412
Jail Assessment	367,325	(174)		367,151	181,800	181,800		-	367,151	367,151
Underground Storage Tanks	9,225	(3,000)		6,225	-	3,000	-	(3,000)	3,225	3,225
Public Health	996,400	(33,627)		962,773	2,983,948	3,183,948		(200,000)	762,773	762,773
Tax Lister	127,744	350		128,094	170,893	170,893		-	128,094	128,094
Technology Replacement Fund	741,616	72,117		813,733	254,717	199,198		55,519	869,252	869,252
Boat Launch Fees	197,006	(117,469)	-	79,537	151,000	167,450		(16,450)	63,087	63,087
Scholarship Fund	37,037	(1,550)	(2,000)	33,487	9,450	7,000		2,450	35,937	35,937
<b>TOTAL GENERAL FUND</b>	<b>17,948,678</b>	<b>(551,655)</b>	<b>(527,000)</b>	<b>16,870,023</b>	<b>53,510,920</b>	<b>53,674,351</b>	<b>-</b>	<b>(163,431)</b>	<b>16,706,592</b>	<b>16,706,592</b>
<b>Special Revenue</b>										
Human Services	178,250	427,076	-	509,353	45,933,869	45,933,869	-	-	509,353	400,000
<b>Proprietary Funds (Fund Equity)</b>										
Airport	21,065,931	(618,530)		20,447,401	1,714,920	3,408,115	320,000	(1,373,195)	19,074,206	1,397,953
Airport - designated for land purchase							400,000		400,000	-
Parkview Health Center	15,964,487	3,599,605		19,564,092	20,100,578	20,944,540	2,863,000	2,019,038	21,583,130	4,528,018
General Services	(22,815)	1,388		(21,427)	529,700	529,119	-	581	(20,846)	-
Highway	10,522,233	(28,449)		10,493,784	11,730,862	13,211,548	1,055,048	(425,638)	10,068,146	983,882
Workers Compensation Insurance	3,065,758	(6,526)		3,059,232	830,000	1,031,329	-	(201,329)	2,857,903	2,857,903
Property & Liability Insurance	447,775	(904)		446,871	972,948	972,304	-	644	447,515	447,515
Self Funded Health Insurance	2,940,843	26,400		2,967,243	6,050,539	6,011,000	-	39,539	3,006,782	3,006,782
Self Funded Dental Insurance	202,842	(60,235)		142,607	618,965	688,000	-	(69,035)	73,572	73,572
<b>TOTAL PROPRIETARY FUNDS</b>	<b>54,187,054</b>	<b>2,912,749</b>	<b>-</b>	<b>57,099,803</b>	<b>42,548,512</b>	<b>46,795,955</b>	<b>4,638,048</b>	<b>(9,395)</b>	<b>57,490,408</b>	<b>13,295,625</b>
<b>Other Funds (Equity)</b>										
Debt Service	929,617	(350,000)		579,617	8,558,000	8,758,000	-	(200,000)	379,617	379,617
<b>TOTALS</b>	<b>73,243,599</b>	<b>2,438,170</b>	<b>(527,000)</b>	<b>75,058,796</b>	<b>150,551,291</b>	<b>155,162,165</b>	<b>4,638,048</b>	<b>(372,826)</b>	<b>75,085,970</b>	<b>30,781,834</b>

Note 1: These represent special adjustment made during the year that reflect the use of fund balances. In the case of the General Fund, a \$500,000 permanent transfer was made to the IDB (Industrial Development Board) fund to increase the base available for making loans. An additional \$1 million was lent to IDB to refinance a loan that was previously carried by the Solid Waste Fund.

Note 2: The County Board requires that all capital outlay and debt principal payments be included in the budget. As a result, proprietary funds include capital expenditures and principal paid on debt. These items need to be adjusted out to arrive at the ending fund balance because they are not true expenditures in proprietary fund accounting and should not effect fund balance.

Note 3: Total fund balances includes resources that are not available for appropriation. This includes things like inventory and undepreciated assets such as equipment, buildings, and runways. The portions of these assets that have not yet been depreciated are part of equity on the balance sheet. However because they are not cash equivalents, they cannot be allocated for current or future purchases.

Note 4: Available resources is a better measure of cash reserves available for appropriation. It backs out all non-cash equivalents such as inventory and undepreciated assets leaving you with available cash.



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

**Funding Sources - 2012 Budget**

	Taxes	Inter-Governmental	Licenses, Fines, Permits	Public Charges	Interfund	Interest	Other	2012 Budget	2011 Adopted Budget	Change - 2012 Over/(Under) 2011	Percent
General Fund	33,657,184	11,209,876	974,385	4,529,867	364,502	566,600	2,208,506	53,510,920	53,396,275	114,645	0.21
Human Services	18,193,313	25,112,878	-	2,627,668	-	-	-	45,933,859	46,328,428	(394,569)	-0.85
Airport	232,420	3,000	-	1,478,000	-	-	1,500	1,714,920	1,292,509	422,411	32.68
Park View Health Center	7,104,112	6,233,437	-	5,302,644	-	-	1,460,385	20,100,578	21,040,408	(939,830)	-4.47
General Services	-	7,000	-	3,000	519,700	-	-	529,700	549,700	(20,000)	-3.64
Highway	-	5,530,459	15,000	8,455	6,111,248	25,000	40,700	11,730,862	12,299,653	(568,791)	-4.62
Workers Comp Insurance	-	-	-	-	790,000	40,000	-	830,000	850,000	(20,000)	-2.35
Property & Liability Insurance	-	-	-	-	970,948	2,000	-	972,948	980,938	(7,990)	-0.81
Self Funded Health Insurance	-	-	-	-	6,015,539	35,000	-	6,050,539	5,855,400	195,139	3.33
Self Funded Dental Insurance	-	-	-	-	615,965	3,000	-	618,965	539,800	79,165	14.67
Debt Service	8,558,000	-	-	-	-	-	-	8,558,000	8,273,000	285,000	3.44
	67,745,029	48,096,650	989,385	13,949,634	15,387,902	671,600	3,711,091	150,551,291	151,406,111	(854,820)	-0.56

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

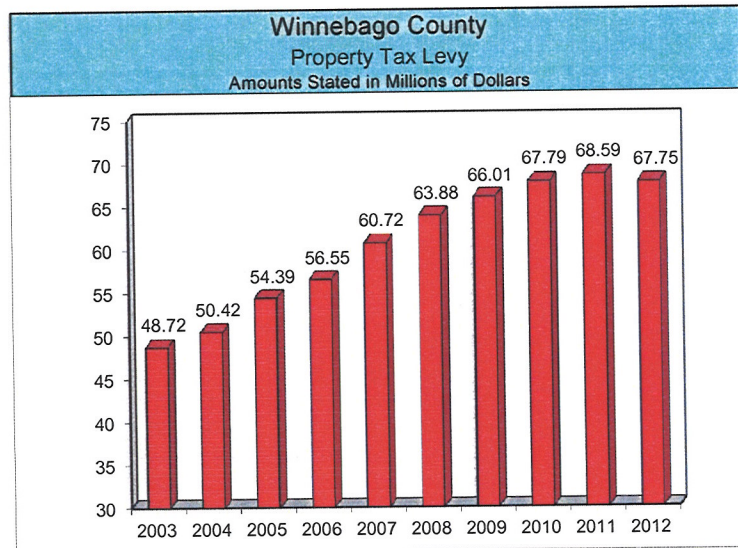
	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Adopted 2011</b>	<b>Adopted 2012</b>	<b>2012 Over/(Under) 2011 Amount</b>	<b>Percent</b>
Taxes	66,012,889	67,790,623	68,590,592	57,745,029	(10,845,563)	-15.81
Intergovernmental	73,739,932	61,143,147	48,420,312	48,096,650	(323,662)	-0.67
Licenses, Fines, Permits	1,096,741	1,052,212	1,069,050	989,385	(79,665)	-7.45
Public Charges	14,683,867	14,181,834	13,874,569	13,949,634	75,065	0.54
Interfund	13,800,533	14,955,679	15,027,581	15,387,902	360,321	2.4
Interest	1,249,544	827,536	845,000	671,600	(173,400)	-20.52
Other	8,518,526	20,184,768	3,579,007	3,711,091	132,084	3.69
<b>Total</b>	<b>179,102,031</b>	<b>180,135,798</b>	<b>151,406,111</b>	<b>140,551,291</b>	<b>(10,854,820)</b>	<b>-7.17</b>

**WINNEBAGO COUNTY  
EXPENDITURES BY FUND**

	Expenditure Type - 2012				2012	2011 Adopted Budget	Change 2012 Over/(Under) 2011	Percent
	Labor	Travel	Capital	Other Operating Expenses				
General Fund	34,161,218	328,913	926,112	18,258,108	53,674,351	53,354,377	319,974	0.60
Human Services	18,739,525	369,743	40,000	26,784,591	45,933,859	46,328,428	(394,569)	-0.85
Airport Fund	592,571	2,060	527,000	2,286,484	3,408,115	2,312,824	1,095,291	47.36
Park View Health Center	14,101,529	18,875	8,000	6,816,136	20,944,540	21,773,207	(828,667)	-3.81
General Services	95,312	200	-	433,607	529,119	545,748	(16,629)	-3.05
Highway Fund	5,134,914	8,405	1,028,500	7,039,729	13,211,548	13,601,731	(390,183)	-2.87
Workers Compensation Insurance	33,484	900	-	996,945	1,031,329	1,051,802	(20,473)	-1.95
Property & Liability Insurance	27,417	120	-	944,767	972,304	964,312	7,992	0.83
Self Funded Health Insurance	-	-	-	6,011,000	6,011,000	5,829,000	182,000	3.12
Self Funded Dental Insurance	-	-	-	688,000	688,000	600,000	88,000	14.67
Debt Service Funds	-	-	-	8,758,000	8,758,000	8,648,000	110,000	1.27
	72,885,970	729,216	2,529,612	79,017,367	155,162,165	155,009,429	152,736	0.10

**WINNEBAGO COUNTY  
EXPENDITURES BY YEAR**

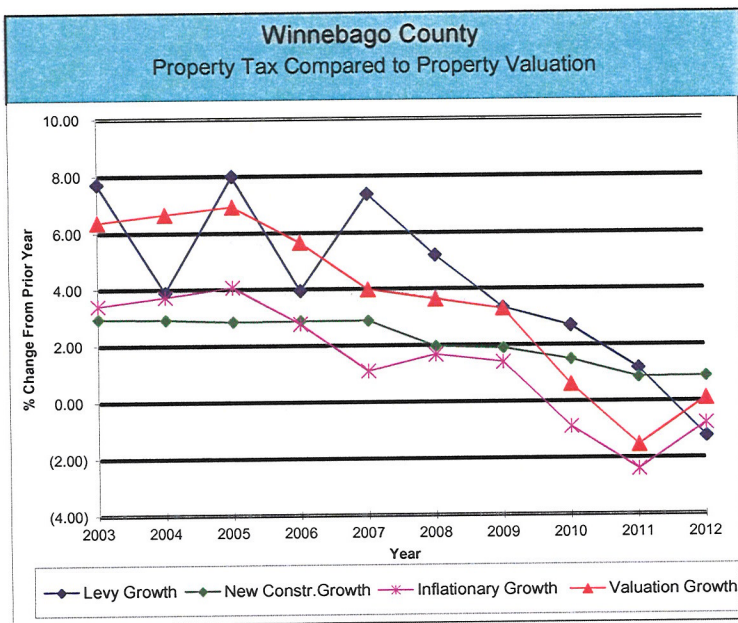
	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Adopted 2011</b>	<b>Adopted 2012</b>	<b>2012 Over/(Under) 2011</b>	
					<b>Amount</b>	<b>Percent</b>
Labor	71,641,174	72,239,482	74,364,154	72,885,970	-1,478,184	-1.99
Travel	660,020	632,963	701,622	729,216	27,594	3.93
Capital	2,495,285	2,646,860	2,280,868	2,529,612	248,744	10.91
Other Operating	99,484,012	92,695,326	77,662,785	79,017,367	1,354,582	1.74
	174,280,490	168,214,630	155,009,429	155,162,165	152,736	0.10



PROPERTY TAX REVENUES include taxes levied on real and personal property. The levy amount is the difference between the projected expenditures and revenues for all levy supported County operations. The rate of increase was slowed by the tax rate freeze that went into effect in 1993 and conservative fiscal management. The rate of increase will be slowed even more by the tax levy limit that was implemented for the 2007 budget year.

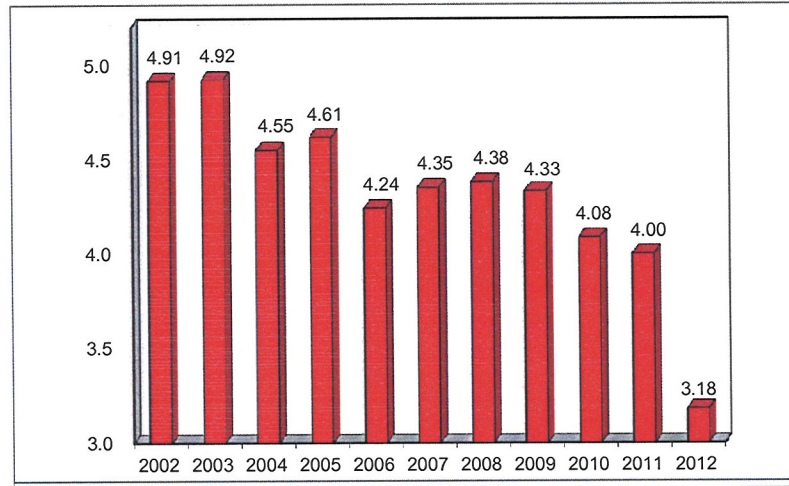
2011 figure represents the actual levy.

2012 figures are budgeted.



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

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

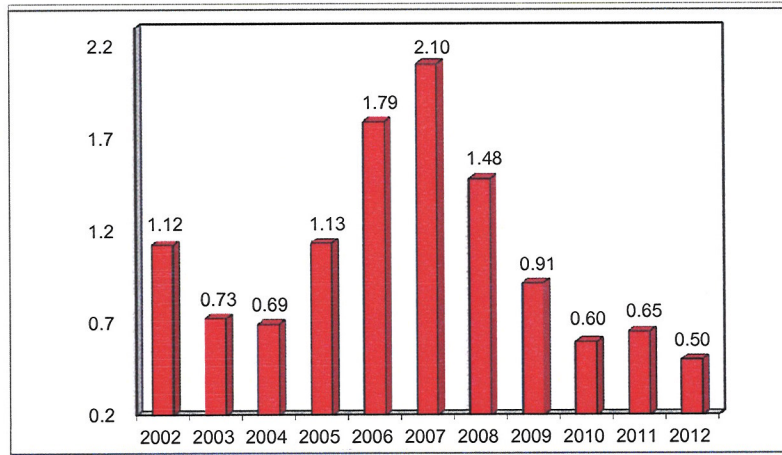


STATE SHARED TAX is distributed by the State based on a formula of spending effort and equalized values. Budget estimates are based on determinations by the State. The decrease since 2003 is due to the actual and estimated drop in shared revenue from the state.

2011 figures are estimates.

2012 figures are budgeted.

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

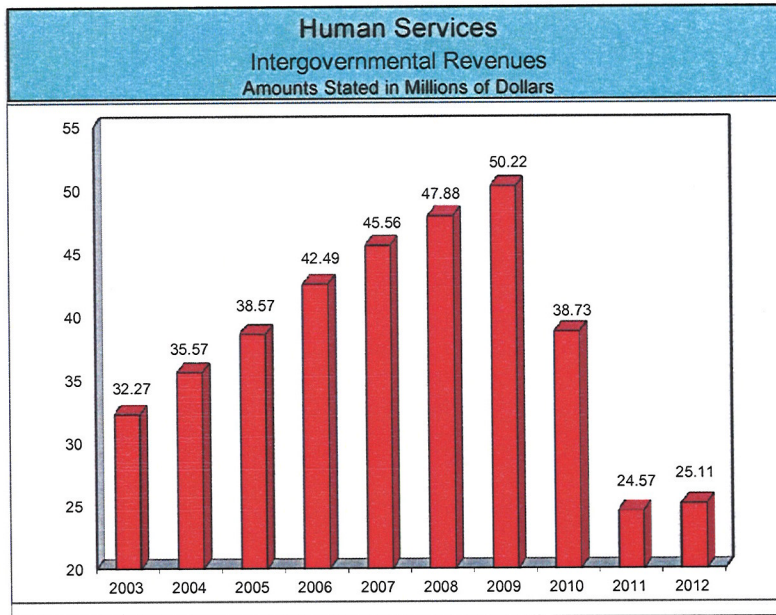


INTEREST INCOME is the revenue earned on invested funds. Fluctuations are primarily the result of changes in the amount of funds available to invest and interest rates over the years. Estimates are based on anticipated market interest rates.

2011 figures are estimates.

2012 figures are budgeted.

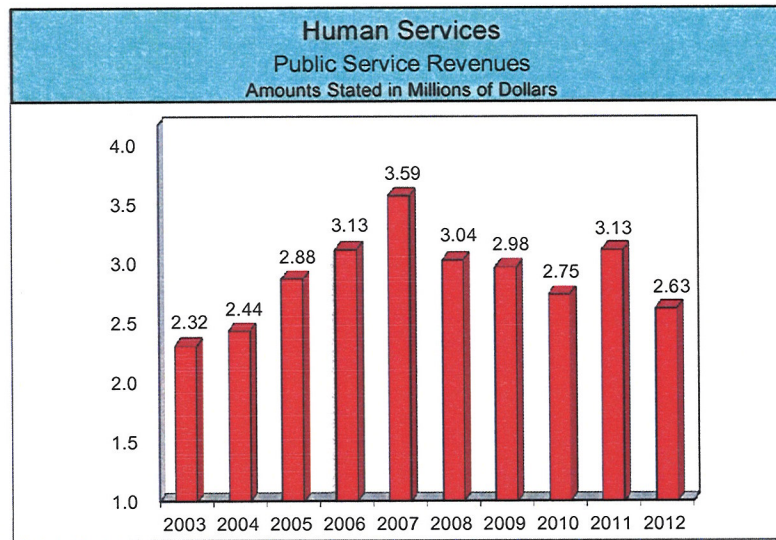




HUMAN SERVICES INTERGOVERNMENTAL REVENUES are revenues received from either the state or federal government in the form of grants and aids. Revenue estimates are based on an allocation from the state. Federal revenues from the "Federal Medical Assistance Waiver Program" are primarily responsible for the steady increase in revenues through 2009. With FamilyCare, much of this revenue will be transferred to the regional unit.

2011 figures are estimates.

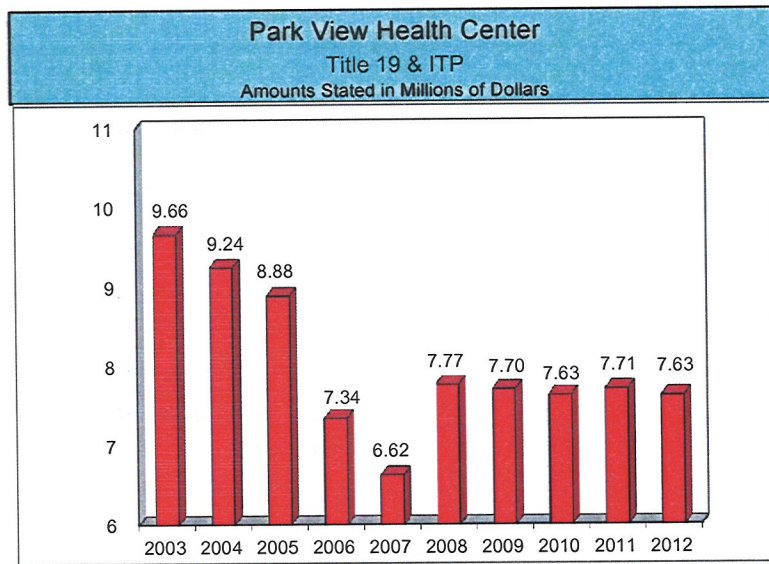
2012 figures are budgeted.



HUMAN SERVICES PUBLIC SERVICE REVENUES include revenues received from individual and third party payers for services rendered by the County. In 2008 some of the accounts that were classified as Public Revenues have been reclassified as Intergovernmental Revenues. Therefore, there is an increase for the Intergovernmental Revenues and a subsequent decrease in the Public Revenues.

2011 figures are estimates.

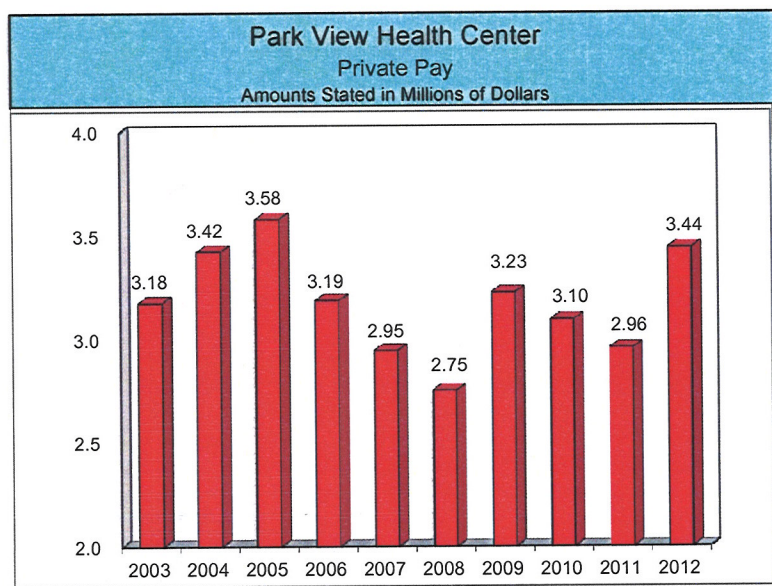
2012 figures are budgeted.



PARK VIEW HEALTH CENTER TITLE 19 MEDICAL ASSISTANCE revenue is based on a daily rate approved by the State. The decrease in 2006 is partly due to the closing the ICF/MR unit at the Parkview Health Center. The downsizing of the facility in 2008 also had an impact on the dollars received.

2011 figures are estimates.

2012 figures are budgeted.



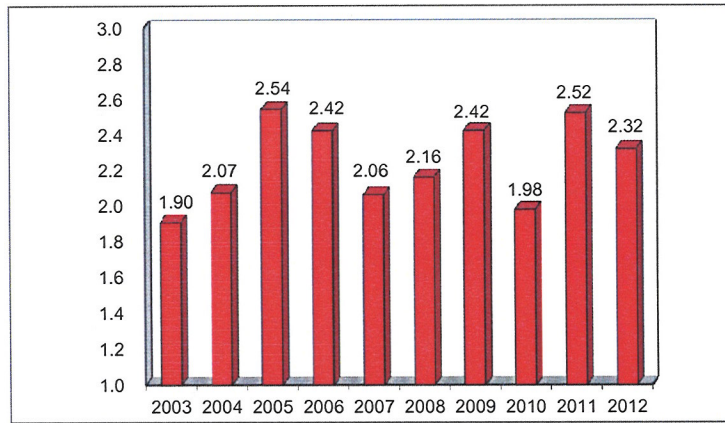
PARK VIEW HEALTH CENTER PRIVATE PAY revenue is derived from a daily rate which reflects actual operating expenses incurred for private pay residents. Fluctuations are caused by changes in the census and rate increases.

2011 figures are estimates.

2012 figures are budgeted.



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



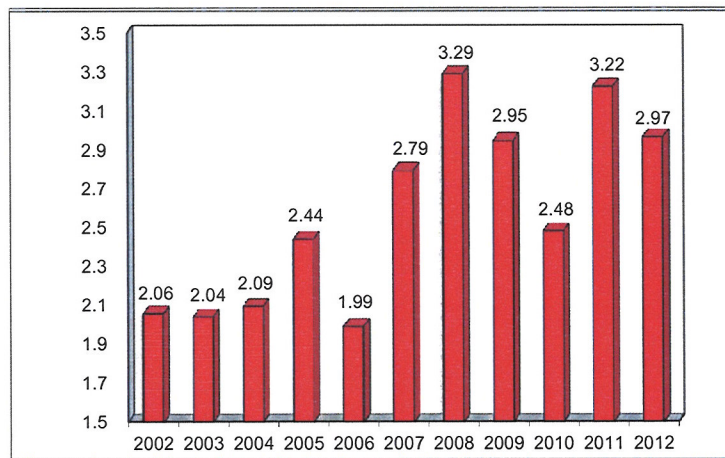
#### HIGHWAY- LOCAL GOVERNMENTAL REVENUES

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

2011 figures are estimates.

2012 figures are budgeted.

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

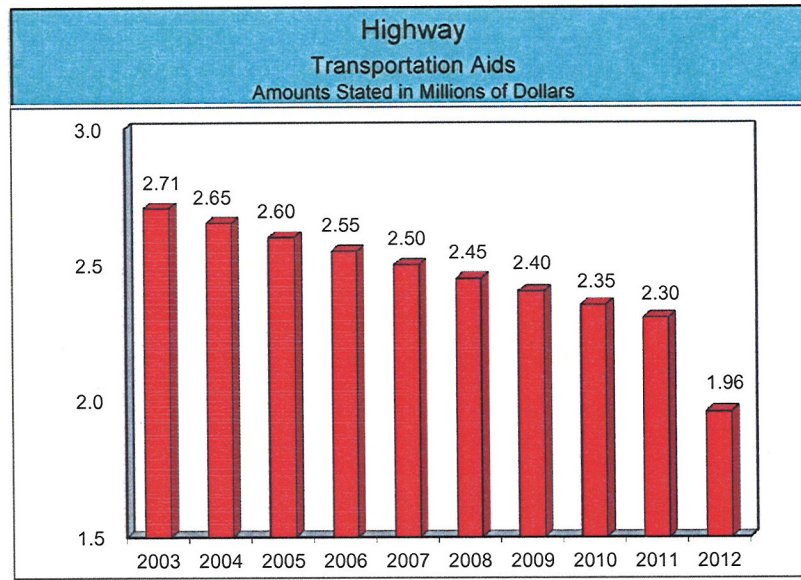


#### HIGHWAY- STATE GOVERNMENTAL REVENUES

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

2011 figures are estimates.

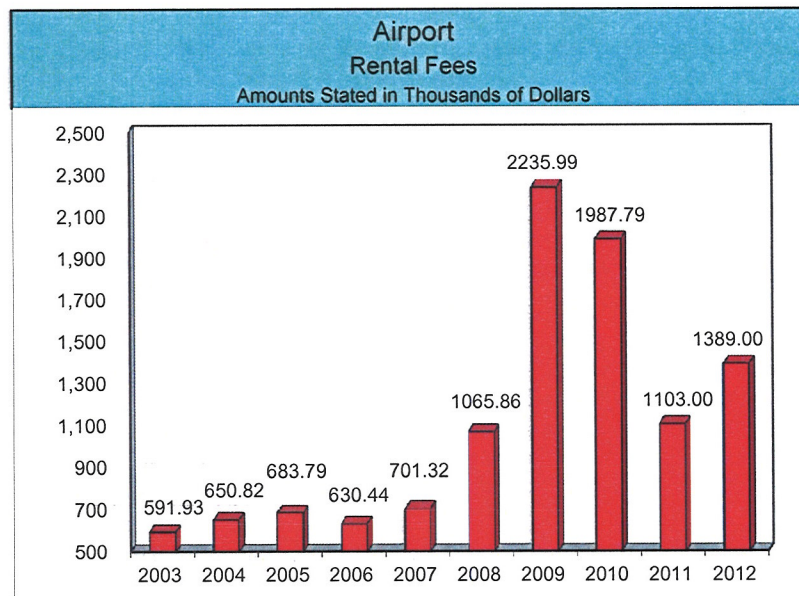
2012 figures are budgeted.



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

2011 figures are estimates.

2012 figures are budgeted.



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

2011 figures are estimates.

2012 figures are budgeted.

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>AIRPORT</b>								
Airport Director	1						1	
Airport Secretary	1						1	
Supt. of Maintenance & Operations	1						1	
Mechanic	1						1	
Maintenance Equipment Operator	3						3	
Custodian/Grounds person		1						1
Custodian I		1		(1)				
<b>TOTAL</b>	<b>7</b>	<b>2</b>	<b>0</b>	<b>(1)</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>1</b>
<b>CHILD SUPPORT</b>								
Child Support Director/Attorney	1						1	
Office Supervisor	1						1	
Child Support Specialist	12						12	
Account Clerk II	3						3	
Clerk Typist II	3						3	
Clerk/Receptionist	1						1	
<b>TOTAL</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21</b>	<b>0</b>
<b>CIRCUIT COURTS</b>								
Court Commissioner	1						1	
VIP Program Coordinator	1						1	
Teen Court Program Coordinator	1						1	
Court Reporter	1						1	
Register in Probate/Probate Registrar	1						1	
Deputy Register in Probate	1						1	

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>CLERK OF COURTS</b>								
Clerk of Courts	1						1	
Office Manager/Chief Deputy	1						1	
Accounting Supervisor	1						1	
Judicial Assistant	6						6	
Secretary II	5						5	
Court Assistant	7						7	
Small Claims Clerk	3						3	
Account Clerk-Traffic	1						1	
Clerk Typist II	2	2					2	2
<b>FAMILY COURT COMMISSIONER</b>								
Court Commissioner	2						2	
Legal Secretary/Deputy Court Clerk	3						3	
<b>FAMILY COURT COUNSELING</b>								
Director, Family Court Counseling Services	1						1	
Family Court Counselor	3						3	
Legal Secretary	1						1	
<b>TOTAL -Clerk of Courts &amp; Related Depts.</b>	43	2	0	0	0	0	43	2
<b>CORONER</b>								
Coroner	1						1	
Secretary I		1						1
<b>TOTAL</b>	1	1	0	0	0	0	1	1

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>CORPORATION COUNSEL</b>								
Corporation Counsel	1						1	
Assistant Corporation Counsel-should be 1	1						1	
Confidential Secretary/Paralegal	2						2	
<b>TOTAL</b>	4	0	0	0	0	0	4	0
<b>COUNTY CLERK</b>								
County Clerk	1						1	
Deputy County Clerk	1						1	
Account Clerk I		1						1
Records/Elections Clerk	1						1	
<b>TOTAL</b>	3	1	0	0	0	0	3	1
<b>COUNTY EXECUTIVE</b>								
County Executive	1						1	
Executive Assistant	1						1	
<b>TOTAL</b>	2	0	0	0	0	0	2	0
<b>DISTRICT ATTORNEY</b>								
Special Investigator	1						1	
Domestic Abuse Investigator	1						1	
Investigator	1						1	
Victim Witness Program Coordinator	1						1	
Support Services Supervisor	1						1	
Legal Secretary	8		(2)				6	
Paralegal	2		2				4	

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
Receptionist/Typist	1						1	
Legal Records Clerk	1						1	
<b>TOTAL</b>	17	0	0	0	0	0	17	0
<b>EMERGENCY MANAGEMENT</b>								
Dir. of Emergency Mgmt.	1						1	
EM Planner/Deputy Director		1						1
Secretary I (Program Assistant)		1						1
<b>TOTAL</b>	1	2	0	0	0	0	1	2
<b>FACILITIES &amp; PROPERTY MGMT.</b>								
Director of Facilities & Property Mgmt.	1						1	
Buildings and Grounds Manager	1						1	
Maintenance Supervisor	2						2	
Carpenter	1						1	
Custodian Supervisor	1						1	
Custodian III	3						3	
Custodian II	10						10	
Custodian I	5						5	
Maintenance Worker	7						7	
Maintenance Worker II								
Painter	1						1	
HVAC Specialist	2						2	

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
Plumber		1						1
Electrician	2						2	
Administrative Coordinator	1						1	
<b>TOTAL</b>	<b>37</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37</b>	<b>1</b>
<b>FINANCE</b>								
Finance Director	1						1	
Assistant Finance Director	1						1	
General Accounting Supervisor	1						1	
Purchasing Agent/Accountant	1						1	
Account Clerk II	3	1					3	1
<b>TOTAL</b>	<b>7</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>1</b>
<b>GENERAL SERVICES</b>								
Clerk Typist II	1						1	
Clerk Typist I	1						1	
<b>TOTAL</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b>HEALTH</b>								
Director of Public Health	1						1	
Public Health Nurse Coordinator	2						2	
Secretary II	1				1		2	
Account Clerk-Public Health		1			1		1	1
Clerk Typist II	1						1	
Public Health Nurse	6	3			5	2	11	5
Drug Free Community Grant Coordinator	1						1	

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
Health Educator	1						1	
Home Health Aide		1						1
Public Health Aide	3				(1)		2	
WIC Program Director/Nutritionist	1						1	
WIC Program Nutritionist	2	2					2	2
Environmental Health Supervisor	1						1	
Environmental Health Specialist	1				2		3	
<b>TOTAL</b>	<b>21</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>2</b>	<b>29</b>	<b>9</b>
<b>HIGHWAY</b>								
Highway Commissioner	1						1	
Engineering Tech/Bridge Oper. Supervisor	1						1	
Accountant/Office Manager	1						1	
Account Clerk II	1						1	
Secretary/Account Clerk	1						1	
Highway Equipment Superintendent	1						1	
Highway Maintenance Superintendent	2						2	
Foreman/Mechanic	1						1	
Night Mechanic	1						1	
Mechanic	4						4	
Janitor/Watchman	4						4	
Foreman	5						5	
Traffic Operations Supervisor	1						1	



# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
Classification 2 Operator	29						29	
Classification 3 Operator	10						10	
Bridge tender	15	2					15	2
<b>TOTAL</b>	<b>78</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>78</b>	<b>2</b>
<b>HUMAN RESOURCES</b>								
Director of Human Resources	1						1	
Human Resources Manager	1						1	
Human Resources Specialist-Labor Relations	1						1	
Payroll & Benefits Manager	1						1	
Payroll & Benefits Specialist	1						1	
Human Resources Assistant	1						1	
Confidential Secretary	1						1	
Payroll/Human Resources Clerk								
Confidential Secretary/Receptionist	1						1	
<b>TOTAL</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>
<b>HUMAN SERVICES-ADM. SVCS.</b>								
Human Services Director	1						1	
Deputy Director	1						1	
Administrative Services Division Manager	1		(1)					
Financial Supervisor	1						1	
Office Systems & Confidential Records Supervisor	1						1	
Program Accountant	2						2	
Special Data Projects Coordinator	1						1	
Clerical Support Coordinator								

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
Support Specialist Supervisor	1						1	
Confidential Secretary	1						1	
Administrative Assistant	2						2	
Account Clerk	4	1			(1)		3	1
Lead Secretary	1						1	
Secretary	3						3	
AODA/IDP Secretary	2						2	
Clerk/Receptionist	3						3	
Medical Transcriptionist		3			1	(1)	1	2
Support Specialist	9	4			1	(1)	10	3
Word Processing Operator	2						2	
Clerk Typist I		1			1	(1)	1	
<b>HUMAN SERVICES-BEHAVIORAL HEALTH SERVICES</b>								
Behavior Health Services Division Manager	1						1	
Adult Substance Abuse/Safe Streets Supervisor	1						1	
Prevention Services Coordinator	1						1	
Summit House & Toward Tomorrow Coordinator	1						1	
Resident Counselor – Summit House	1						1	
AODA Counselor	4	1					4	1
Mental Health Crisis Worker	3						3	
Crisis Worker – After Hours		3						3
Program Specialist	3	2			5		8	2
Intensive In-Home Case Manager	1						1	
Intensive In-Home Therapist	1						1	
Staff Psychiatrist	2						2	
Resident Program Professional	1						1	

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
Chief Psychologist/Clinical Supervisor	1						1	
Adult Therapist Supervisor	1						1	
Psychotherapist	4						4	
CSP Professionals	7						7	
Team Case Manager	6		1				7	
Team Case Manager/Vocational Specialist	2						2	
Oshkosh CCS/CSP Supervisor	1						1	
Neenah CCS/CSP Supervisor	1						1	
Crisis Team Supervisor	1						1	
Psychiatric Nurse	4		(1)				3	
Advanced Practice Nurse Prescriber	1						1	
Safe Streets Case Manager	2						2	
Youth Mental Health Supervisor	1						1	
Family Services Therapist	3	1					3	1
Lead Mental Health Technician	1						1	
Mental Health Technicians	2	2					2	2
Behavior Specialist	1						1	
<b>HUMAN SERVICES-LONG TERM SUPPORT</b>								
Long Term Support Division Manager	1						1	
Program Supv/Team Leader	3						3	
Service Coordinator/Social Worker	5	1					5	1
SC/SW Leased to Family Care 07/01/2010	6		(2)				4	
ADRC Specialist	8.5				1.0		9.5	
Adult Access Service Coordinator/Social Worker	3.5						3.5	
Home Consultant-leased to Family Care	1		(1)					
Disability Benefit Specialist	2						2	

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
Elderly Benefit Specialist	2						2	
<b>HUMAN SERVICES – CHILD WELFARE SERVICES</b>								
Child Welfare Services Division Manager	1						1	
Program Supervisor	7						7	
Social Worker	52						52	
Chief Intake Worker	1						1	
Juvenile Intake Worker	2						2	
Home Consultant	6						6	
Human Service Case Aide	2						2	
Restitution Coordinator	1						1	
<b>HUMAN SERVICES – ECONOMIC SUPPORT</b>								
ESD Manager	1						1	
ESD Assistant Manager	2						2	
ES Lead Worker	1						1	
Economic Support Specialist	10						10	
Human Services Case Aide	3				(1)		2	
Staff Development Specialist Lead Worker					1		1	
Family Lead Worker	2				(2)			
ES or FEP Specialist					2		2	
Family Case Mgr/FEP	17	2					17	2
Day Care Certifier	1				(1)			
HS Case Aide w/Cert duties					1		1	
Clerk Typist II	1						1	
Clerk Receptionist	2						2	
<b>TOTAL HUMAN SERVICES</b>	<b>239</b>	<b>21</b>	<b>(4)</b>	<b>0</b>	<b>8</b>	<b>(3)</b>	<b>243</b>	<b>18</b>

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>INFORMATION SYSTEMS</b>								
Director of Information Systems	1						1	
I.S. Development Supervisor	1						1	
Senior Systems / Database Analyst	1						1	
Systems Analyst	3						3	
Telecommunications/Budget Assistant	1						1	
Telecommunications Coordinator	1						1	
Technical Support Supervisor	1						1	
Network Administrator	1						1	
Network Technician	3						3	
Senior User Support Specialist								
User Support Specialist	3						3	
<b>TOTAL</b>	16	0	0	0	0	0	16	0
<b>LAND &amp; WATER CONSERVATION</b>								
Land & Water Conservation Director	1						1	
Resource Conservationist	1						1	
GIS Technician	1						1	
Conservation Technician	2						2	
Construction Site Erosion Control Technician	1	0					1	
Agronomist	1						1	
LWCD Secretary	1						1	
<b>TOTAL</b>	8	0	0	0	0	0	8	0

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>PARKS</b>								
Parks Director/Expo Site Manager	1						1	
Assistant Expo Manager	1						1	
Assistant Parks Director	1						1	
Parks Secretary	1						1	
Foreman/Mechanic								
Expo Operations Supervisor	1						1	
Parks Caretaker	1	2					1	2
<b>TOTAL</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>2</b>
<b>PARK VIEW HEALTH CENTER (See note at end of sc</b>								
Administrator	1						1	
Administrative Coordinator	1						1	
Business Manager	1						1	
Purchasing Coordinator	1						1	
Accountant	2						2	
Account Clerk	1						1	
Clerk-Receptionist		1						1
Nursing Scheduler	1						1	
Medical Records Coordinator	1						1	
Director of Activity/Social Services	1						1	
Activity Specialist	9						9	
Activity Support Assistant	1						1	
Director, Food & Nutrition Svcs.	1						1	
Dietetic Tech/Registered Dietitian	1						1	
Registered Dietitian	1						1	

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
Cook	3	1					3	1
Food Service Worker	13	1					13	1
Director of Nursing	1						1	
Assistant Director of Nursing	1				(1)			
RN Shift Coordinator	3						3	
RN Unit Manager	4				1		5	
Staff RN/LPN	35						35	
Staff Development Coordinator	1						1	
Unit Assistant	4						4	
Nurse Assistant (CNA)	114	1					114	1
Medical Social Worker	4	1					4	1
Housekeeping Supervisor		1						1
Custodian/Room Attendant	10	1					10	1
Painter		1						1
Medical Director		1						1
<b>TOTAL</b>	<b>216</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>216</b>	<b>9</b>
<b>PLANNING &amp; ZONING</b>								
Planning, Zoning and GIS Director	1						1	
Associate Planner	1						1	
Planning Secretary	1						1	
Zoning Administrator	1						1	
Assistant Zoning Administrator	1		(1)					
Code Enforcement Officer	2						2	
Drainage Inspector								
GIS Data Base Administrator	1						1	

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
GIS System Analyst/Administrator	1						1	
Zoning Secretary	1	1					1	1
GIS Specialist	1						1	
Tax Listing & Assessment Coordinator	1						1	
Account Clerk I	1						1	
Clerk Typist II		1						1
<b>TOTAL</b>	<b>13</b>	<b>2</b>	<b>(1)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>2</b>
<b>REGISTER OF DEEDS</b>								
Register of Deeds	1						1	
Deputy Register of Deeds	1						1	
Tract Index Recorder								
Records Clerk	6		(1)				5	
<b>TOTAL</b>	<b>8</b>	<b>0</b>	<b>(1)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>0</b>
<b>SHERIFF</b>								
Sheriff	1						1	
Chief Deputy	1						1	
Captain-Patrol	1						1	
Captain-Corrections	1						1	
Captain-Administration	1						1	
Captain-Detective	1						1	
Lieutenant-Training / Special Operations	1						1	
Lieutenant-Shift Commander	5						5	
Lieutenant-Corrections	2						2	
Sergeant-Patrol	4						4	



# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
Sergeant-Detective	1						1	
Sergeant-Corrections	6						6	
Corporal Corrections - Court Services	1						1	
Corporal-Corrections	5						5	
Inmate Classification Coordinator	2						2	
Detective	6		(1)				5	
Police Officer-Patrol	33		1				34	
Corrections Officer - Court Services	7						7	
Police Officer - Community Services	1						1	
Corrections Officer	51	8					51	8
GPS Coordinator	1						1	
Work Release Unit Supervisor	1						1	
Account Clerk-Corrections	2						2	
Communications Manager	1						1	
Public Safety App Adm	1						1	
Dispatcher	32						32	
Clerk Typist II-became Acct Clerk-Jail HSU 2007	1						1	
Administrative Coordinator	1						1	
Accountant	1						1	
Records Clerk II	3						3	
Account Clerk - Process	1						1	
Word Processing Operator	3						3	
Master Control/Property/Record Clerk	11						11	
Warrant Clerk/Electronic Monitoring Clerk	1						1	
Evidence/Property Coordinator	1						1	
<b>TOTAL</b>	<b>192</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>192</b>	<b>8</b>

# TABLE OF ORGANIZATION OF CLASSIFIED POSITIONS

2012

	2011		2011 Changes During Year		2012 Budget		2012 Classified	
	FT	PT	FT	PT	FT	PT	FT	PT
<b>TREASURER</b>								
Treasurer	1						1	
Deputy Treasurer	1						1	
Account Clerk II	1						1	
Account Clerk I	1						1	
<b>TOTAL</b>	4	0	0	0	0	0	4	0
<b>UNIVERSITY EXTENSION</b>								
4-H Program & Satellite Prog. Asst.								
4-H Youth Develop. Prog. Asst.	1						1	
Family Living Educator	1						1	
Secretary II	1						1	
Extension Secretary	2						2	
<b>TOTAL</b>	5	0	0	0	0	0	5	0
<b>VETERANS SERVICE OFFICE</b>								
Director of Veterans' Services	1						1	
Deputy Veterans Service Officer	1						1	
Benefit Specialist	2	1					2	1
Secretary I		1						1
<b>TOTAL</b>	4	2	0	0	0	0	4	2
<b>GRAND TOTAL</b>	963	63	(6)	(1)	16	(1)	973	61

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

Department	Description	Quant	Special Equip (Note)	Other	Capital Outlay
Information Systems	Van	1		22,000	22,000
Facilities & Property	Install security ceiling - Jail storage room and kitchen	1		8,700	8,700
Management -	Install carpeting - Jail	1		5,000	5,000
	Assistive listening device - Coughlin meeting rooms A&B	1		20,000	20,000
	Replace door to locked unit - PVHC	1		20,000	20,000
	Install water and electric - PVHC garden areas	1		10,000	10,000
	Tuckpoint - Oshkosh Human Services (phased project)	1		51,500	51,500
	Replace boilers - Facilities	1		70,000	70,000
	Replace wheelchair lift - Courthouse	1		30,000	30,000
	Asbestos floor tile abatement in admin tunnel	1		9,000	9,000
	Replace boilers - Laundry	1		11,000	11,000
	Truck	1		23,000	23,000
	Used fork lift	1		7,000	7,000
		12	-	265,200	265,200
UW-Fox Valley	Electronic access system - Science wing	1	-	48,240	48,240

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

Department	Description	Quant	Special Equip (Note)	Other	Capital Outlay
Parks	Bleacher replacement - Softball	2		13,000	13,000
	Arena drag	1		9,500	9,500
	Utility cart	1		7,900	7,900
	Bleacher replacement	1		57,000	57,000
Boat Landings	Install new parking areas	1		65,000	65,000
	Restore breakwater	1		55,000	55,000
		7	-	207,400	207,400
Land & Water					
Conservation	Trimble R8 GNSS receiver	1	-	20,000	20,000
Emergency Management	Sirens	2	-	40,500	40,500
Sheriff	Squad cars	7		220,566	220,566
	Vehicle	1		21,506	21,506
	Utility trailer	1		7,500	7,500
	Extended mini vans	2		48,600	48,600
	DVR equipment replacement	3		24,600	24,600
		14	-	322,772	322,772
Human Services	7 passenger van	2	-	40,000	40,000

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

Department	Description	Quant	Special Equip (Note)	Other	Capital Outlay
Airport	Land	1		400,000	400,000
	Backup cooling system - Control Tower cab	1		90,000	90,000
	Lift truck	1		23,000	23,000
	Truck w/mounted air compressor	1		14,000	14,000
		4	-	527,000	527,000
Park View Health Center	Stacker lift	1	-	8,000	8,000
Highway	Platform auger truck	1		195,000	195,000
	Tri-axle truck w/winter equipment - fleet replacement	1		280,000	280,000
	Tri-axle truck w/underbody plow	1		230,000	230,000
	Cube van	1		78,000	78,000
	Pickup trucks - 4 wheel drive	2		64,000	64,000
	Brush chipper - fleet replacement	1		79,000	79,000
	Truck - one ton	1		46,500	46,500
	Pickup truck - club cab	1		56,000	56,000
		9	-	1,028,500	1,028,500
		54	-	2,529,612	2,529,612

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

## SUMMARY BY DIVISION

	<u>Expenses</u>	<u>Revenues</u>	<u>Adjustments</u>	<u>Levy</u>
<b>ADMINISTRATION</b>				
County Executive	\$ 218,430	\$ 7,300	\$ -	\$ 211,130
Corporation Counsel	471,113	18,200	-	452,913
County Clerk	214,505	46,750	-	167,755
Dog License	11,300	11,300	-	-
Elections	182,930	50,000	-	132,930
Treasurer	409,018	1,025,550	-	(616,532)
Human Resources and Payroll	718,392	26,100	-	692,292
Workers Compensation Fund	1,031,329	830,000	(201,329)	-
Self Funded Health Insurance	6,011,000	6,050,539	39,539	-
Self Funded Dental Insurance	688,000	618,965	(69,035)	-
Finance	803,876	45,500	-	758,376
General Services	529,119	529,700	581	-
Prop & Liab Insurance Fund	972,304	972,948	644	-
Information Systems	1,664,812	32,000	-	1,632,812
Technology Replacement	199,198	-	55,519	254,717
Facilities & Property Management	4,881,007	74,000	-	4,807,007
	<u>\$ 19,006,333</u>	<u>\$ 10,338,852</u>	<u>\$ (174,081)</u>	<u>\$ 8,493,400</u>

# COUNTY EXECUTIVE

Department: 100-004 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 232-3450

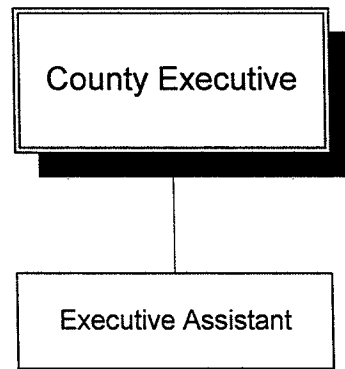
## MISSION STATEMENT:

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

## PROGRAM DESCRIPTION:

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

# COUNTY EXECUTIVE





# COUNTY EXECUTIVE

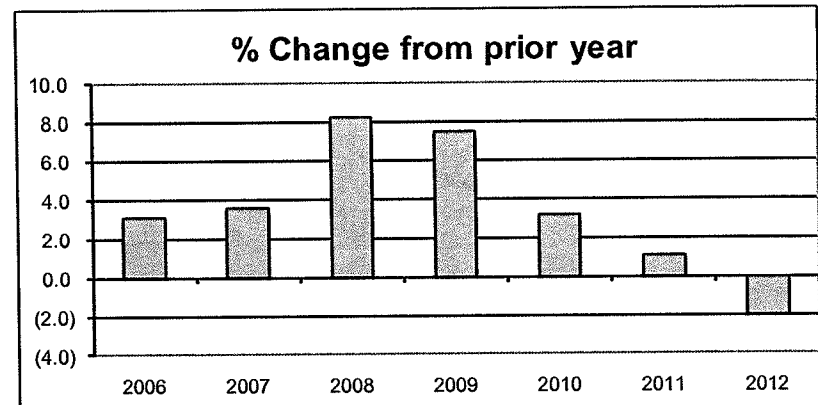
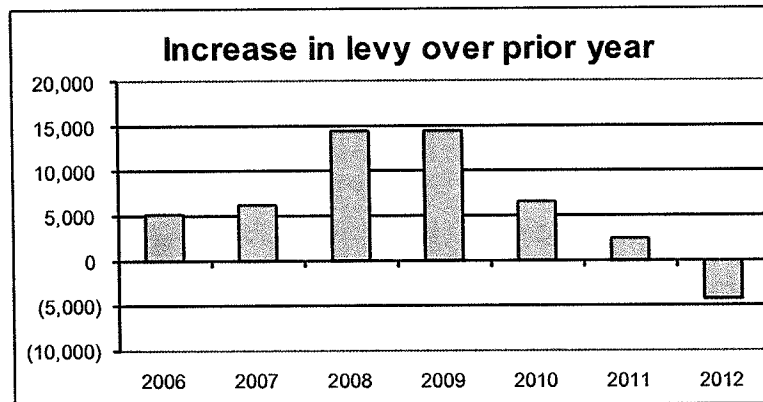
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	2	2	2	2	2	2	2	2	2	2
Part Time	0	0	0	0	0	0	0	0	0	0
Total	2	2	2	2	2	2	2	2	2	2

There are no changes to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$211,130, down \$4,335 or 2.0% under 2011.



# **SIGNIFICANT CHANGES FROM 2011 ADOPTED - County Executive**

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 213,563	
<b>Revenue Changes - impact on levy:</b>		
<b>Expense Changes - impact on levy:</b>		
Other small changes	(2,433)	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 211,130	

**Winnebago County**  
**Budget Detail - 2012**  
**County Executive**  
100 - 004

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Professional Services	8,000	7,500	7,200	7,200	7,300	7,300	7,300	1.4%
Interfund Revenues	8,000	7,500	7,200	7,200	7,300	7,300	7,300	1.4%
<b>TOTAL REVENUES</b>	<b>8,000</b>	<b>7,500</b>	<b>7,200</b>	<b>7,200</b>	<b>7,300</b>	<b>7,300</b>	<b>7,300</b>	<b>1.4%</b>
Regular Pay	136,602	143,348	149,029	153,455	156,320	156,320	156,320	1.9%
Wages	136,602	143,348	149,029	153,455	156,320	156,320	156,320	1.9%
Fringe Benefits	56,908	61,105	64,555	62,992	54,615	54,615	54,615	-13.3%
Fringes	56,908	61,105	64,555	62,992	54,615	54,615	54,615	-13.3%
<b>Total Labor Costs</b>	<b>193,510</b>	<b>204,452</b>	<b>213,585</b>	<b>216,447</b>	<b>210,935</b>	<b>210,935</b>	<b>210,935</b>	<b>-2.5%</b>
Registration & Tuition	198	375	518	500	600	600	600	20.0%
Automobile Allowance	1,585	1,549	1,900	2,000	2,300	2,300	2,300	15.0%
Meals	30	0	122	100	100	100	100	0.0%
Lodging	245	280	467	290	350	350	350	20.7%
Other Travel Exp	0	9	18	20	20	20	20	0.0%
Taxable Meals	0	10	5	0	0	0	0	NA
<b>Travel</b>	<b>2,057</b>	<b>2,224</b>	<b>3,029</b>	<b>2,910</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>15.8%</b>
Office Expenses								
Office Supplies	117	36	50	160	200	200	200	25.0%
Printing Supplies	31	31	59	80	80	80	80	0.0%
Print & Duplicate	0	58	0	50	50	50	50	0.0%
Postage and Box Rent	0	0	0	0	0	0	0	NA
Subscriptions	211	229	318	320	350	350	350	9.4%
Membership Dues	565	169	635	400	640	640	640	60.0%
Operating Expenses								
Telephone	382	398	497	380	410	410	410	7.9%
Food	0	0	120	0	50	50	50	NA
Other Sundry & Fixed Charges								
Spec Service Awards	748	1,010	669	720	900	900	900	25.0%
Interfund Expenses								
Print & Duplicate	349	386	564	360	480	480	480	33.3%

**Winnebago County**  
**Budget Detail - 2012**  
**County Executive**  
100 - 004

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Postage and Box Rent	129	568	53	150	170	170	170	13.3%
Equipment Repairs	99	99	66	100	120	120	120	20.0%
Prop. & Liab. Insurance	552	524	540	588	675	675	675	14.8%
Other Operating Expenses	3,183	3,508	3,570	3,308	4,125	4,125	4,125	24.7%
<b>TOTAL EXPENSES</b>	<b>198,749</b>	<b>210,184</b>	<b>220,184</b>	<b>222,665</b>	<b>218,430</b>	<b>218,430</b>	<b>218,430</b>	<b>-1.9%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>190,749</b>	<b>202,684</b>	<b>212,984</b>	<b>215,465</b>	<b>211,130</b>	<b>211,130</b>	<b>211,130</b>	<b>-2.0%</b>

# CORPORATION COUNSEL

Department: 100-010 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: (920) 236-4752

## MISSION STATEMENT:

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

## PROGRAM DESCRIPTION:

MENTAL HEALTH COMMITMENTS: Represents Winnebago County in all Chapter 51, Wisconsin Statutes, actions.

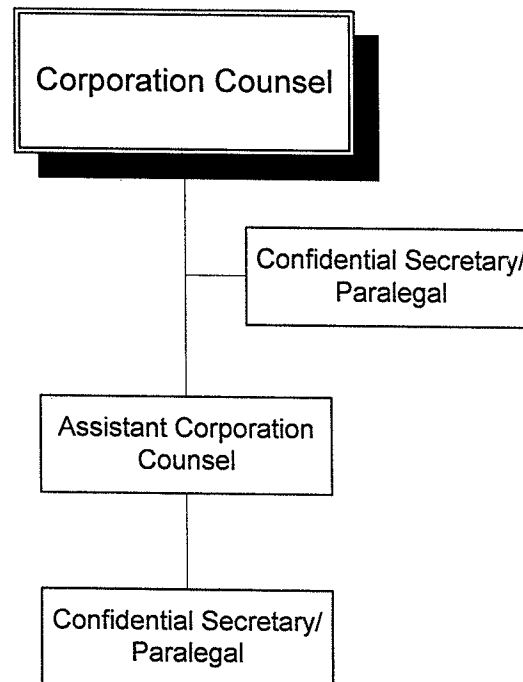
GUARDIANSHIP & PROTECTIVE PLACEMENT ACTIONS: Represents Winnebago County Department of Human Services in actions brought for guardianship and protective placements of infirm individuals under Chapter 54 and 55, Wisconsin Statutes.

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

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

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

# CORPORATION COUNSEL



# **CORPORATION COUNSEL**

**Department: 100-010    Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**

**John A. Bodnar**

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

**LOCATION:**

**Winnebago County  
448 Algoma Boulevard  
Oshkosh, WI 54901**

## **2011 ACCOMPLISHMENTS:**

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

## **2012 GOALS & OBJECTIVES:**

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

# CORPORATION COUNSEL

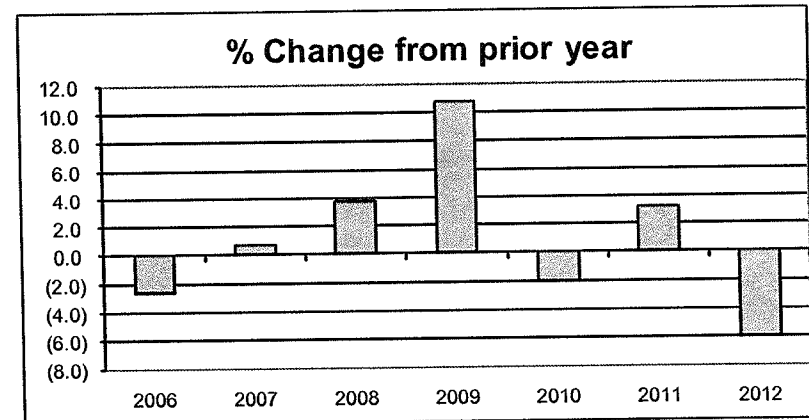
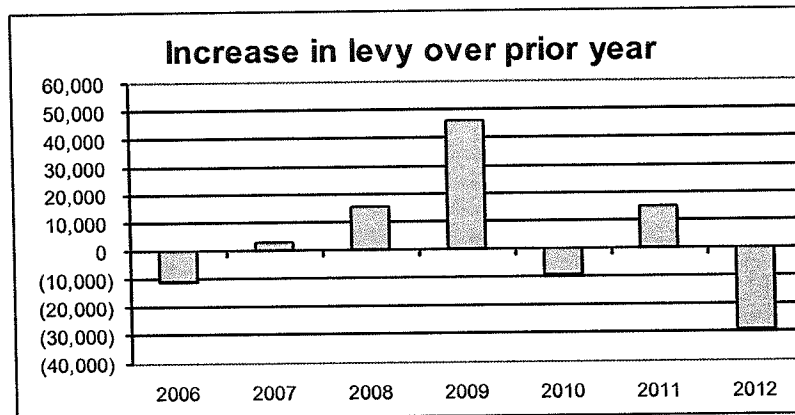
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	4	4	4	4	4	4	4	4	4	4
Part Time	0	0	0	0	0	0	0	0	0	0
Total	4	4	4	4	4	4	4	4	4	4

There are no changes to the table of organization for 2012.

**COUNTY LEVY:** The 2012 tax levy is \$452,913, a decrease of \$28,982 or 6.0% under 2011.





## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Corporation Counsel

Account	Amount	Description
<b>Significant changes from 2011</b>		
Tax Levy 2011	\$ 481,895	
Revenue Changes - impact on levy:		
Expense Changes - impact on levy:		
Wages	(9,919)	Decrease due to staff turnover. Retiring staff was at the top of the pay scale. New staff closer to entry pay level.
Fringe benefits	(26,477)	Partially due to changes in health insurance taken by staff and also down due to employees paying 1/2 of the required contribution to Wisconsin Retirement.
Other small changes	7,414	This is a combination of increases and decreases in revenue and expense accounts.
<b>Tax Levy 2012</b>	<b>\$ 452,913</b>	

**Winnebago County  
Budget Detail - 2012  
Corporation Counsel**  
100 - 010

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Fees And Costs	1,516	5,900	1,444	4,200	4,200	4,200	4,200	0.0%
Support Filing/Applic.	0	64	845	0	0	0	0	NA
<b>Public Services</b>	<b>1,516</b>	<b>5,964</b>	<b>2,289</b>	<b>4,200</b>	<b>4,200</b>	<b>4,200</b>	<b>4,200</b>	<b>0.0%</b>
<b>Intergovernmental Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Legal Services	12,000	13,208	13,596	14,000	14,000	14,000	14,000	0.0%
<b>Interfund Revenues</b>	<b>12,000</b>	<b>13,208</b>	<b>13,596</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>	<b>14,000</b>	<b>0.0%</b>
<b>TOTAL REVENUES</b>	<b>13,516</b>	<b>19,172</b>	<b>15,885</b>	<b>18,200</b>	<b>18,200</b>	<b>18,200</b>	<b>18,200</b>	<b>0.0%</b>
Regular Pay	265,915	274,712	275,004	279,214	274,184	274,184	274,184	-1.8%
Temporary Employees	0	0	5,718	8,065	0	0	0	0.0%
Overtime	6,583	1,165	6,585	1,724	5,000	5,000	5,000	190.0%
Witness Expense	390	893	0	1,000	900	900	900	-10.0%
<b>Wages</b>	<b>272,888</b>	<b>276,770</b>	<b>287,307</b>	<b>290,003</b>	<b>280,084</b>	<b>280,084</b>	<b>280,084</b>	<b>-3.4%</b>
Fringe Benefits	105,647	120,032	120,677	122,074	95,597	95,597	95,597	-21.7%
<b>Fringes</b>	<b>105,647</b>	<b>120,032</b>	<b>120,677</b>	<b>122,074</b>	<b>95,597</b>	<b>95,597</b>	<b>95,597</b>	<b>-21.7%</b>
<b>Total Labor Costs</b>	<b>378,535</b>	<b>396,802</b>	<b>407,984</b>	<b>412,077</b>	<b>375,681</b>	<b>375,681</b>	<b>375,681</b>	<b>-8.8%</b>
Registration & Tuition	165	125	395	500	500	500	500	0.0%
Automobile Allowance	860	1,141	985	1,000	1,000	1,000	1,000	0.0%
Meals	0	56	140	50	50	50	50	0.0%
Lodging	70	140	368	150	250	250	250	66.7%
Other Travel Exp	1	0	11	10	10	10	10	0.0%
Taxable Meals	43	18	28	50	35	35	35	-30.0%
<b>Travel</b>	<b>1,138</b>	<b>1,479</b>	<b>1,927</b>	<b>1,760</b>	<b>1,845</b>	<b>1,845</b>	<b>1,845</b>	<b>4.8%</b>
Office Expenses								
Office Supplies	858	1,686	1,166	850	1,000	1,000	1,000	17.6%
Stationery and Forms	190	0	270	50	400	400	400	700.0%
Printing Supplies	1,104	1,163	1,359	1,100	1,500	1,500	1,500	36.4%
Print & Duplicate	(65)	0	204	0	0	0	0	NA

**Winnebago County  
Budget Detail - 2012  
Corporation Counsel**  
100 - 010

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Postage and Box Rent	88	17	26	65	80	80	80	23.1%
Computer Supplies	82	0	0	50	50	50	50	0.0%
Computer Software	0	0	0	(1,600)	0	0	0	0.0%
Advertising	75	0	0	0	0	0	0	NA
Subscriptions	111	86	136	90	90	90	90	0.0%
Membership Dues	1,091	1,124	1,176	1,300	1,300	1,300	1,300	0.0%
Publish Legal Notices	1,867	25	566	1,000	500	500	500	-50.0%
Operating Expenses								
Telephone	843	1,093	1,313	825	825	825	825	0.0%
Small Equipment	0	0	299	100	0	0	0	0.0%
Legal Fees	869	3,406	243	2,000	1,500	1,500	1,500	-25.0%
Repairs & Maintenance								
Maintenance - Equipment	39	0	0	50	50	50	50	0.0%
Contractual Services								
Legal Services	71,224	75,996	94,151	70,000	73,000	73,000	73,000	4.3%
Equipment Repairs	0	39	39	70	70	70	70	0.0%
Transcription Services	(285)	0	60	300	250	250	250	-16.7%
Professional Service	0	0	2,980	0	0	0	0	NA
Insurance								
Prop & Liab Insurance	40	0	0	0	20	20	20	NA
Operating Licenses & Fees	93	0	0	0	20	20	20	NA
Interfund Expenses								
Print & Duplicate	3,901	3,958	5,387	4,500	5,200	5,200	5,200	15.6%
Postage and Box Rent	4,707	4,821	5,376	4,000	6,000	6,000	6,000	50.0%
Equipment Repairs	253	198	198	200	200	200	200	0.0%
Prop. & Liab. Insurance	1,092	1,156	1,224	1,308	1,532	1,532	1,532	17.1%
Other Operating Expenses	<u>88,176</u>	<u>94,770</u>	<u>116,172</u>	<u>86,258</u>	<u>93,587</u>	<u>93,587</u>	<u>93,587</u>	<u>8.5%</u>
<b>TOTAL EXPENSES</b>	<u>467,849</u>	<u>493,051</u>	<u>526,083</u>	<u>500,095</u>	<u>471,113</u>	<u>471,113</u>	<u>471,113</u>	<u>-5.8%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>454,333</u>	<u>473,879</u>	<u>510,198</u>	<u>481,895</u>	<u>452,913</u>	<u>452,913</u>	<u>452,913</u>	<u>-6.0%</u>

# COUNTY CLERK

Department: 100-006 to 008 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 236-4890

## MISSION STATEMENT:

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

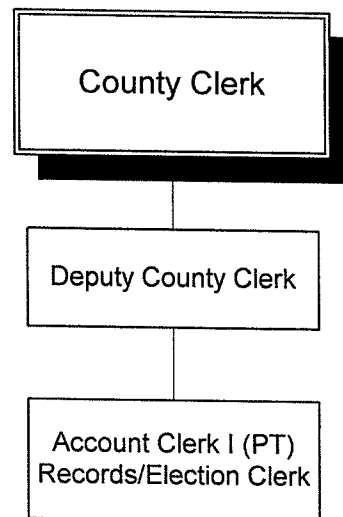
## PROGRAM DESCRIPTION:

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

**ELECTIONS** Acts as Chief Election Official for Winnebago County. Provides election information, election materials and ballots to the county's municipal clerks. Holds informational meetings on election procedures. Coordinates election programming information between municipal clerks and voting equipment vendor. Prepares and publishes all legal notices as required by statute. Records election results on election night and maintains records of same. Conducts county canvass of elections. Prepares and files appropriate election reports with the Government Accountability Board. Provides candidates and the public with election-related information. Maintains election and financial records of candidates and election committees. Provides Statewide Voter Registration System (SVRS) services to eligible county municipalities. Sets up elections in SVRS and updates, maintains and runs various SVRS reports including poll lists.

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

# COUNTY CLERK



# COUNTY CLERK

Department: 100-006 to 008 Fund: General Fund  
2010 BUDGET NARRATIVE

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

TELEPHONE: 236-4890

## 2011 ACCOMPLISHMENTS:

1. Prepared for and conducted a Spring Primary and Spring Election.
2. Prepared for and conducted a recount of the Supreme Court race held at the April 5 election.
3. Prepared for and conducted a recall election for Senate 18.
4. Provided Statewide Voter Registration System (SVRS) services for 9 county municipalities.
5. Appointed a new Deputy County Clerk; hired and trained two new employees
6. Prepared, updated and printed the Winnebago County Official Directory.
7. Attended various Government Accountability Board seminars and training sessions relating to elections, elections security and SVRS.
8. Assisted the County Board Chairman and County Board Supervisors with their county board and committee meetings, as well as conference and convention registrations.

**2012 GOALS & OBJECTIVES:**

- 1. Prepare for and conduct Spring Elections and Presidential Election.**
- 2. Transfer SVRS responsibilities to the remaining relier municipalities . Continue to assist them as they learn SVRS processes.**
- 3. Implement the State of Wisconsin's new election procedures as they pertain to the new Voter Photo ID law.**
- 4. Work to reduce number of records in storage area by turning them over the State Historical Society.**
- 5. Perform the duties and services of this office in a cost-effective, efficient manner.**
- 9. Be responsive to the needs of Winnebago County's citizens by providing them with efficient, courteous service.**



# COUNTY CLERK

## 2012 BUDGET NARRATIVE HIGHLIGHTS

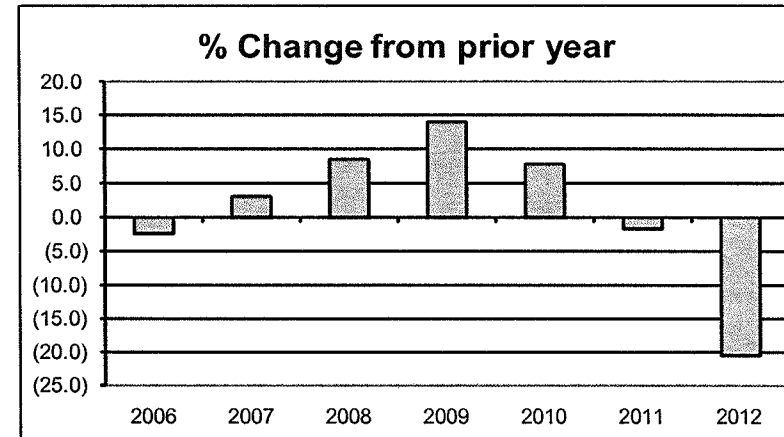
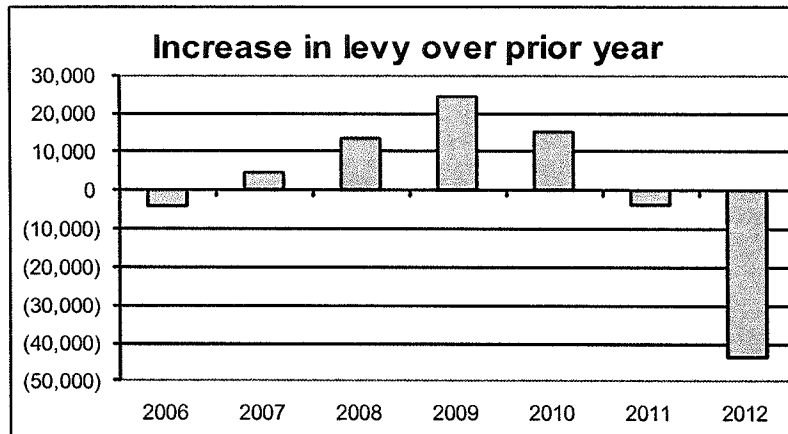
### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	3	3	3	3	3	3	3	3	3	3
Part Time	1	1	1	1	1	1	1	1	1	1
Total	4	4	4	4	4	4	4	4	4	4

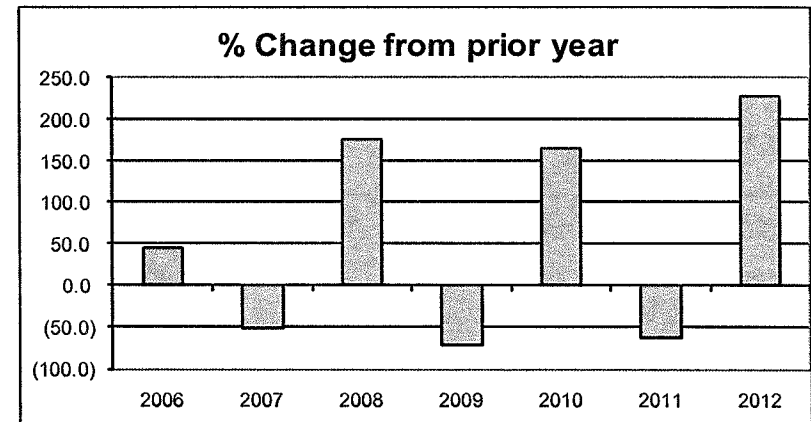
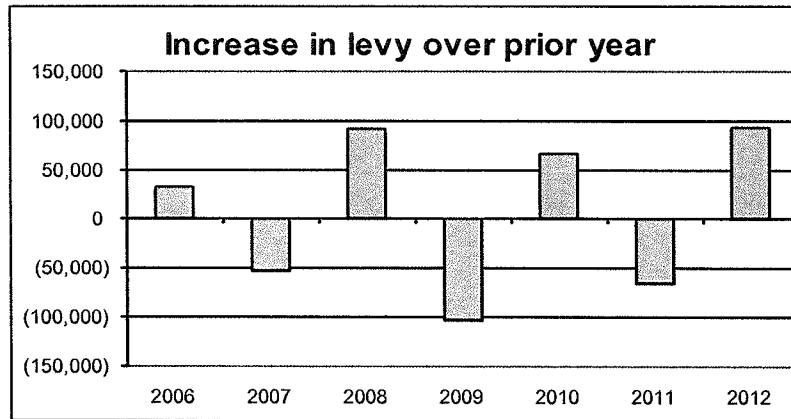
There are no changes to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$300,685, an increase of \$48,840 or 19.3% over 2011. Most of the increase is attributable more elections and cost in even numbered years.

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



This chart shows the County Clerk election data:



# SIGNIFICANT CHANGES FROM 2011 ADOPTED - County Clerk & Elections

Account	Amount		Description
Significant changes from 2011	Clerk	Elections	
Tax Levy 2011	\$ 211,399	\$ 40,446	
Revenue Changes - impact on levy:			
Marriage licenses	(5,000)		Projected increase to more closely match historical activity.
Expense Changes - impact on levy:			
Regular pay	(7,891)		There was turnover in the dept. New employees came in at lower pay rates, more towards the entry level pay.
Fringe benefits	(33,595)		Down because one person is not taking health insurance, and another person only takes single coverage. The rest of the decrease is due to employees paying 1/2 of the required contribution to Wisconsin Retirement.
Other changes		92,484	There are many large changes due to the fact that 2012 is an election year which also includes a presidential election. Almost all costs are higher in these years.
Other small changes	2,842		This is a combination of increases and decreases in revenue and expense accounts.
Tax Levy 2012	\$ 167,755	\$ 132,930	

**Winnebago County**  
**Budget Detail - 2012**  
**County Clerk**  
100 - 006

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Marriage Licenses	41,330	41,085	40,450	35,000	40,000	40,000	40,000	14.3%
Marriage License Waiver	0	0	2,025	3,000	3,000	3,000	3,000	0.0%
Work Permits	1,103	798	803	1,200	1,000	1,000	1,000	-16.7%
Domestic Partnership	0	4,270	770	1,050	700	700	700	-33.3%
Domestic Partnership Waiver	0	170	188	100	100	100	100	0.0%
<b>Licenses &amp; Permits</b>	<b>42,433</b>	<b>46,323</b>	<b>44,236</b>	<b>40,350</b>	<b>44,800</b>	<b>44,800</b>	<b>44,800</b>	<b>11.0%</b>
Fees And Costs	66	98	90	150	150	150	150	0.0%
Forms, Copies, Etc.	912	615	640	1,000	700	700	700	-30.0%
Telephone	23	15	10	25	25	25	25	0.0%
Mail Service Revenue	94	100	79	75	75	75	75	0.0%
<b>Public Services</b>	<b>1,095</b>	<b>828</b>	<b>818</b>	<b>1,250</b>	<b>950</b>	<b>950</b>	<b>950</b>	<b>-24.0%</b>
Professional Services	1,000	(1)	0	1,000	0	0	0	0.0%
<b>Interfund Revenues</b>	<b>1,000</b>	<b>(1)</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Material Sales	642	583	468	400	1,000	1,000	1,000	150.0%
Other Miscellaneous Revenues	0	0	25	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>642</b>	<b>583</b>	<b>493</b>	<b>400</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>150.0%</b>
<b>TOTAL REVENUES</b>	<b>45,169</b>	<b>47,732</b>	<b>45,547</b>	<b>43,000</b>	<b>46,750</b>	<b>46,750</b>	<b>46,750</b>	<b>8.7%</b>
Regular Pay	147,358	157,179	163,146	161,269	153,378	153,378	153,378	-4.9%
Temporary Employees	0	0	162	0	0	0	0	NA
Overtime	2,581	205	404	0	2,000	2,000	2,000	NA
Interpreter Fees	0	110	0	0	0	0	0	NA
Regular Pay	0	0	11,114	0	0	0	0	NA
<b>Wages</b>	<b>149,939</b>	<b>157,493</b>	<b>174,826</b>	<b>161,269</b>	<b>155,378</b>	<b>155,378</b>	<b>155,378</b>	<b>-3.7%</b>
Fringe Benefits	67,421	72,408	68,938	78,541	44,946	44,946	44,946	-42.8%
<b>Fringes</b>	<b>67,421</b>	<b>72,408</b>	<b>68,938</b>	<b>78,541</b>	<b>44,946</b>	<b>44,946</b>	<b>44,946</b>	<b>-42.8%</b>
<b>Total Labor Costs</b>	<b>217,360</b>	<b>229,901</b>	<b>243,764</b>	<b>239,810</b>	<b>200,324</b>	<b>200,324</b>	<b>200,324</b>	<b>-16.5%</b>
Registration & Tuition	490	255	40	245	225	225	225	-8.2%

**Winnebago County**  
**Budget Detail - 2012**  
**County Clerk**  
100 - 006

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Automobile Allowance	716	293	339	470	370	370	370	-21.3%
Meals	152	83	130	100	75	75	75	-25.0%
Lodging	587	635	560	585	675	675	675	15.4%
Other Travel Exp	0	0	3	0	0	0	0	NA
Taxable Meals	5	22	28	0	0	0	0	NA
<b>Travel</b>	<b>1,950</b>	<b>1,289</b>	<b>1,100</b>	<b>1,400</b>	<b>1,345</b>	<b>1,345</b>	<b>1,345</b>	<b>-3.9%</b>
<b>Capital</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Office Expenses								
Office Supplies	1,029	2,117	1,393	2,000	1,500	1,500	1,500	-25.0%
Stationery and Forms	179	353	248	350	350	350	350	0.0%
Printing Supplies	391	476	376	400	400	400	400	0.0%
Print & Duplicate	0	0	964	0	100	100	100	NA
Postage and Box Rent	73	6	30	25	25	25	25	0.0%
Membership Dues	95	95	0	95	50	50	50	-47.4%
Operating Expenses								
Registration & Tuition-Other	0	0	50	0	0	0	0	NA
Telephone	2,091	2,078	2,382	1,200	1,200	1,200	1,200	0.0%
Food	253	55	144	0	0	0	0	NA
Small Equipment	313	172	41	0	1,280	1,280	1,280	NA
Other Operating Supplies	110	0	374	400	200	200	200	-50.0%
Contractual Services								
Equipment Repairs	773	538	39	39	39	39	39	0.0%
Administration Fee	0	110	0	0	0	0	0	NA
Insurance								
Prop & Liab Insurance	10	0	0	0	0	0	0	NA
Operating Licenses & Fees	10	40	120	40	0	0	0	0.0%
Interfund Expenses								
Print & Duplicate	3,504	2,936	3,530	3,000	2,500	2,500	2,500	-16.7%
Postage and Box Rent	4,427	3,519	3,344	4,000	3,500	3,500	3,500	-12.5%
Equipment Repairs	264	297	264	297	297	297	297	0.0%
Prop. & Liab. Insurance	912	1,825	924	1,343	1,395	1,395	1,395	3.9%
<b>Other Operating Expenses</b>	<b>14,434</b>	<b>14,616</b>	<b>14,224</b>	<b>13,189</b>	<b>12,836</b>	<b>12,836</b>	<b>12,836</b>	<b>-2.7%</b>
<b>TOTAL EXPENSES</b>	<b>233,744</b>	<b>245,806</b>	<b>259,088</b>	<b>254,399</b>	<b>214,505</b>	<b>214,505</b>	<b>214,505</b>	<b>-15.7%</b>

**Winnebago County**  
**Budget Detail - 2012**  
**County Clerk**  
100 - 006

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
LEVY BEFORE ADJUSTMENTS	<u>188,575</u>	<u>198,074</u>	<u>213,541</u>	<u>211,399</u>	<u>167,755</u>	<u>167,755</u>	<u>167,755</u>	<u>-20.6%</u>

**Winnebago County**  
**Budget Detail - 2012**  
**Dog License Fund**  
100 - 008

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Dog License	9,651	8,898	9,839	11,300	11,300	11,300	11,300	0.0%
<b>Licenses &amp; Permits</b>	<b>9,651</b>	<b>8,898</b>	<b>9,839</b>	<b>11,300</b>	<b>11,300</b>	<b>11,300</b>	<b>11,300</b>	<b>0.0%</b>
<b>TOTAL REVENUES</b>	<b>9,651</b>	<b>8,898</b>	<b>9,839</b>	<b>11,300</b>	<b>11,300</b>	<b>11,300</b>	<b>11,300</b>	<b>0.0%</b>
Office Expenses								
Office Supplies	0	659	0	700	700	700	700	0.0%
Publish Legal Notices	379	407	324	600	600	600	600	0.0%
Operating Expenses								
Other Operating Supplies	0	690	690	0	0	0	0	NA
Contractual Services								
Other Contract Serv.	9,272	7,142	8,826	10,000	10,000	10,000	10,000	0.0%
<b>Other Operating Expenses</b>	<b>9,651</b>	<b>8,899</b>	<b>9,839</b>	<b>11,300</b>	<b>11,300</b>	<b>11,300</b>	<b>11,300</b>	<b>0.0%</b>
<b>TOTAL EXPENSES</b>	<b>9,651</b>	<b>8,899</b>	<b>9,839</b>	<b>11,300</b>	<b>11,300</b>	<b>11,300</b>	<b>11,300</b>	<b>0.0%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>(0)</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>

**Winnebago County**  
**Budget Detail - 2012**  
**Elections**  
100 - 007

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	0	600	0	0	0	0	0	NA
Intergovernmental	0	600	0	0	0	0	0	NA
Fees & Costs	0	0	45,092	42,000	50,000	50,000	50,000	19.0%
Reimbursed Costs	71,376	38,927	(304)	0	0	0	0	NA
Intergovernmental Services	71,376	38,927	44,787	42,000	50,000	50,000	50,000	19.0%
<b>TOTAL REVENUES</b>	<b>71,376</b>	<b>39,527</b>	<b>44,787</b>	<b>42,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>19.0%</b>
Other Per Diem	1,200	150	450	200	500	500	500	150.0%
Wages	1,200	150	450	200	500	500	500	150.0%
Fringes	0	0	0	0	0	0	0	NA
Total Labor Costs	1,200	150	450	200	500	500	500	150.0%
Registration & Tuition	0	0	105	0	0	0	0	NA
Automobile Allowance	832	62	147	0	0	0	0	NA
Meals	92	0	62	0	0	0	0	NA
Travel	924	62	314	0	0	0	0	NA
Office Expenses								
Office Supplies	10,252	1,162	608	0	0	0	0	NA
Stationery and Forms	3,186	157	2,372	0	0	0	0	NA
Printing Supplies	91	0	0	0	0	0	0	NA
Print & Duplicate	123,969	39,556	107,237	41,000	125,000	125,000	125,000	204.9%
Postage and Box Rent	91	22	25	50	0	0	0	0.0%
Publish Legal Notices	18,290	14,149	24,401	15,000	26,000	26,000	26,000	73.3%
Operating Expenses								
Food	204	0	0	50	0	0	0	0.0%
Small Equipment	346	1,630	4,893	5,250	0	0	0	0.0%
Other Operating Supplies	0	0	156	0	0	0	0	NA
Meals-Other	198	0	0	0	0	0	0	NA
Repairs & Maintenance								
Repair & Maintenance Supplies	4,550	0	0	0	0	0	0	NA



**Winnebago County**  
**Budget Detail - 2012**  
**Elections**  
100 - 007

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Contractual Services								
Equipment Repairs	3,553	3,558	2,192	1,480	1,628	1,628	1,628	10.0%
Data Processing	21,290	12,280	21,821	15,000	25,000	25,000	25,000	66.7%
Other Contract Serv.	6,225	150	655	0	0	0	0	NA
Equipment Rental	2,950	0	0	0	0	0	0	NA
Insurance								
Operating Licenses & Fees	4,819	1,884	4,244	4,366	4,802	4,802	4,802	10.0%
Interfund Expenses								
Print & Duplicate	425	276	177	50	0	0	0	0.0%
Other Operating Expenses	<u>200,438</u>	<u>74,824</u>	<u>168,781</u>	<u>82,246</u>	<u>182,430</u>	<u>182,430</u>	<u>182,430</u>	<u>121.8%</u>
<b>TOTAL EXPENSES</b>	<u>202,562</u>	<u>75,036</u>	<u>169,545</u>	<u>82,446</u>	<u>182,930</u>	<u>182,930</u>	<u>182,930</u>	<u>121.9%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>131,186</u>	<u>35,510</u>	<u>124,758</u>	<u>40,446</u>	<u>132,930</u>	<u>132,930</u>	<u>132,930</u>	<u>228.7%</u>

# COUNTY CLERK PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
County Clerk	006	200,324	1,345	-	12,836	214,505		214,505	254,399	264,030	(15.7)	(3.6)
Revenues	006						46,750	(46,750)	(43,000)	(49,050)	8.7	(12.3)
Elections	007	500	-	-	182,430	182,930		182,930	82,446	579,878	121.9	(85.8)
Revenues	007						50,000	(50,000)	(42,000)	(473,587)	19.0	(91.1)
Dog License Fund	008	-	-	-	11,300	11,300		11,300	11,300	11,300	0.0	-
Revenues	008						11,300	(11,300)	(11,300)	(11,300)	0.0	-
<b>Grand Totals</b>		<u>200,824</u>	<u>1,345</u>	<u>-</u>	<u>206,566</u>	<u>408,735</u>	<u>108,050</u>	<u>300,685</u>	<u>251,845</u>	<u>321,271</u>	19.4	(21.6)

# TREASURER

Department: 100-009 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 236-4777

## MISSION STATEMENT:

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

## PROGRAM DESCRIPTION:

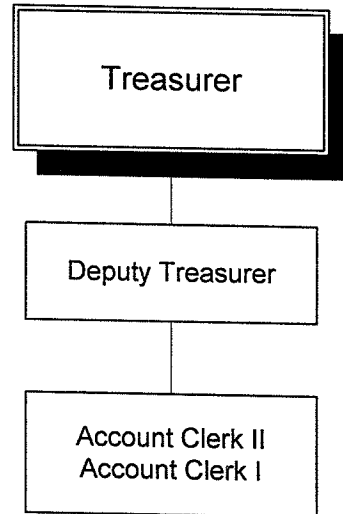
**RECEIPTS AND DISBURSEMENTS** Receive all funds due the county and disburse all payments made by the county.

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

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

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

# TREASURER



# **TREASURER**

**Department: 100-009 Fund: General Fund**  
**2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**

**Mary E. Krueger**

**TELEPHONE: 236-4777**

**LOCATION:**

**Winnebago County**  
**415 Jackson Street**  
**Oshkosh, WI 54901**

## **2011 ACCOMPLISHMENTS:**

1. Selected new tax software system and began the implementation process.
2. Became the central financial account distribution office. Now responsible for receipting of funds direct to department accounts.
3. Depositing checks using a “remote-check-capturing system”. Checks are now deposited electronically.
4. Attended seminars and continuing education classes. Department of Revenue and Department of Natural Resources were some of the guest speakers.

## **2012 GOALS & OBJECTIVES:**

1. Investigate the possibility of off-site tax collection (financial institutions).
2. Continue to perform the duties and responsibilities of this office in a cost-effective and efficient manner.
3. Continue attending continuing education classes and seminars.
4. Continue to look for ways to streamline and automate office functions.

# TREASURER

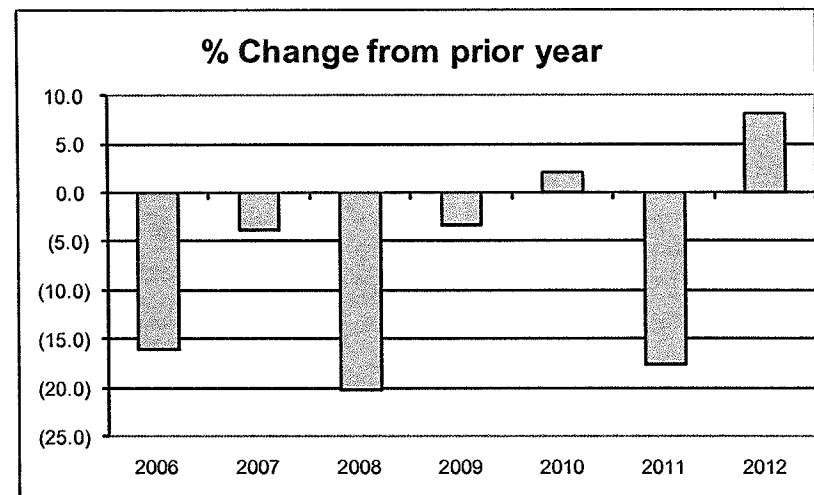
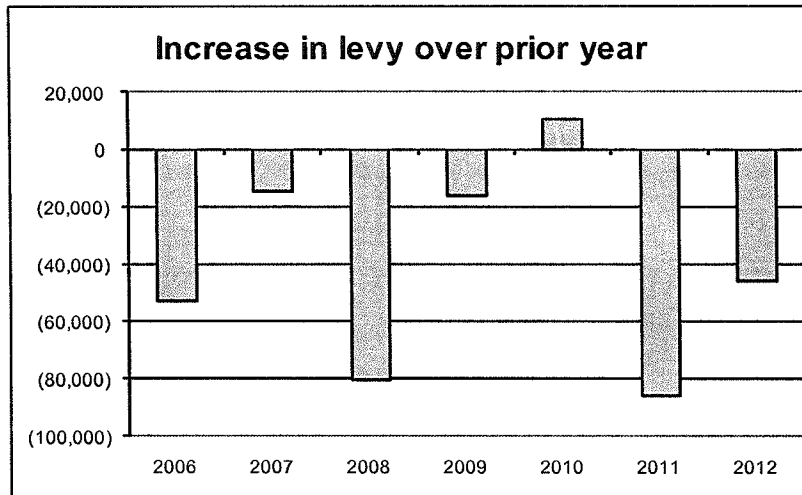
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	4	4	4	4	4	4	4	4	4	4
Part Time	1	1	1	1	1	1	1	1	0	0
Total	5	5	5	5	5	5	5	5	4	4

There is no change to the table of organization for 2012.

**COUNTY LEVY:** The Treasurers office has more revenues than expenditures. As such, there is no tax levy for this operation. The excess of revenues over expenditures for 2012 is projected to be \$616,532, an increase of \$46,124 or 8.1% more than 2011. This surplus is used to reduce the overall tax levy for the County.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - County Treasurer

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ (570,408)	
<b>Revenue Changes - impact on levy:</b>		
Interest on Taxes	(52,000)	Increased to better reflect history. In spite of the bad economy, collections have been running fairly well.
<b>Expense Changes - impact on levy:</b>		
Fringe benefits	(6,159)	Down because some employees paying 1/2 of the required contribution to Wisconsin Retirement.
Other small changes	12,035	This is a combination of increases and decreases in revenue and expense accounts.
<b>Tax Levy 2012</b>	\$ (616,532)	

**Winnebago County**  
**Budget Detail - 2012**  
**County Treasurer**  
100 - 009

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Taxes</b>	<b>957,984</b>	<b>1,013,284</b>	<b>1,247,972</b>	<b>948,000</b>	<b>975,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>5.5%</b>
Grants	5,596	0	0	0	0	0	0	NA
Intergovernmental	5,596	0	0	0	0	0	0	NA
County Fines	28,926	9,714	3,320	0	0	0	0	NA
Fines & Fortetures	28,926	9,714	3,320	0	0	0	0	NA
Fees And Costs	0	0	4,527	3,000	3,000	3,000	3,000	0.0%
Forms, Copies, Etc.	1,827	2,042	1,041	1,500	750	750	750	-50.0%
Search & Notice Fees	9,031	850	17,640	12,000	13,000	13,000	13,000	8.3%
Reimbursed Costs	1,405	17,444	37,726	3,000	0	0	0	0.0%
Public Services	12,262	20,337	60,935	19,500	16,750	16,750	16,750	-14.1%
Professional Services	3,705	3,708	4,200	5,000	6,000	6,000	6,000	20.0%
Interfund Revenues	3,705	3,708	4,200	5,000	6,000	6,000	6,000	20.0%
Sale Of Tax Deeds- Gain/(Loss)	2,097	21,762	72,163	3,000	2,000	2,000	2,000	-33.3%
Other Miscellaneous Revenues	1,548	694	839	800	800	800	800	0.0%
Miscellaneous Revenues	3,645	22,456	73,001	3,800	2,800	2,800	2,800	-26.3%
<b>TOTAL REVENUES</b>	<b>1,012,117</b>	<b>1,069,500</b>	<b>1,389,428</b>	<b>976,300</b>	<b>1,000,550</b>	<b>1,025,550</b>	<b>1,025,550</b>	<b>5.0%</b>
Regular Pay	176,618	185,453	173,442	179,762	181,246	181,246	181,246	0.8%
Overtime	0	0	0	174	174	174	174	0.0%
Other Per Diem	474	531	295	600	500	500	500	-16.7%
Wages	177,092	185,984	173,737	180,536	181,920	181,920	181,920	0.8%
Fringe Benefits	104,328	106,206	103,427	104,907	104,748	98,748	98,748	-5.9%
Fringes	104,328	106,206	103,427	104,907	104,748	98,748	98,748	-5.9%
<b>Total Labor Costs</b>	<b>281,421</b>	<b>292,190</b>	<b>277,165</b>	<b>285,443</b>	<b>286,668</b>	<b>280,668</b>	<b>280,668</b>	<b>-1.7%</b>
Registration & Tuition	275	270	300	350	350	350	350	0.0%



**Winnebago County**  
**Budget Detail - 2012**  
**County Treasurer**  
100 - 009

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Automobile Allowance	387	387	447	530	378	378	378	-28.7%
Lodging	744	560	668	560	560	560	560	0.0%
<b>Travel</b>	<b>1,406</b>	<b>1,217</b>	<b>1,415</b>	<b>1,440</b>	<b>1,288</b>	<b>1,288</b>	<b>1,288</b>	<b>-10.6%</b>
Office Expenses								
Office Supplies	1,473	898	690	1,000	1,000	1,000	1,000	0.0%
Stationery and Forms	1,818	2,225	2,914	1,600	1,600	1,600	1,600	0.0%
Printing Supplies	550	916	698	1,500	1,500	1,500	1,500	0.0%
Postage and Box Rent	3	1	1	0	0	0	0	NA
Computer Supplies	296	99	0	0	0	0	0	NA
Computer Software	0	0	0	10,000	5,000	5,000	5,000	-50.0%
Membership Dues	100	100	100	100	100	100	100	0.0%
Publish Legal Notices	8,960	858	16,791	10,000	10,000	10,000	10,000	0.0%
Operating Expenses								
Telephone	929	970	1,018	900	900	900	900	0.0%
Small Equipment	0	0	0	0	1,470	1,470	1,470	NA
Legal Fees	181	0	271	200	200	200	200	0.0%
Tax Deed Expense	4,558	8,951	2,735	5,000	5,000	5,000	5,000	0.0%
Contractual Services								
Accounting - Auditing	38,220	32,695	39,369	38,000	42,000	42,000	42,000	10.5%
Data Processing	4,466	5,222	4,966	11,000	15,250	15,250	15,250	38.6%
Professional Service	1,125	1,150	935	3,000	2,000	2,000	2,000	-33.3%
Abstractor Services	2,345	1,820	5,055	7,000	7,000	7,000	7,000	0.0%
Security Service	8,696	8,102	10,024	10,000	10,100	10,100	10,100	1.0%
Insurance								
Prop & Liab Insurance	70	0	20	0	80	80	80	NA
Operating Licenses & Fees	70	0	20	0	80	80	80	NA
Other Sundry & Fixed Charges								
Other Miscellaneous	6	0	0	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	2,392	2,451	2,952	1,300	3,400	3,400	3,400	161.5%
Postage and Box Rent	18,683	17,293	18,325	15,000	17,000	17,000	17,000	13.3%
Equipment Repairs	429	429	429	429	462	462	462	7.7%
Prop. & Liab. Insurance	4,248	2,697	2,628	2,860	2,860	2,860	2,860	0.0%
Recording Services	36	72	53	120	60	60	60	-50.0%
<b>Other Operating Expenses</b>	<b>99,653</b>	<b>86,947</b>	<b>109,994</b>	<b>119,009</b>	<b>127,062</b>	<b>127,062</b>	<b>127,062</b>	<b>6.8%</b>

**Winnebago County**  
**Budget Detail - 2012**  
**County Treasurer**  
100 - 009

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
TOTAL EXPENSES	<u>382,480</u>	<u>380,354</u>	<u>388,573</u>	<u>405,892</u>	<u>415,018</u>	<u>409,018</u>	<u>409,018</u>	<u>0.8%</u>
LEVY BEFORE ADJUSTMENTS	<u>(629,637)</u>	<u>(689,146)</u>	<u>(1,000,855)</u>	<u>(570,408)</u>	<u>(585,532)</u>	<u>(616,532)</u>	<u>(616,532)</u>	<u>8.1%</u>

# HUMAN RESOURCES & PAYROLL

Department: 100-012 Fund: General Fund  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD: Karon Kraft  
LOCATION: Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901

TELEPHONE: 232-3466

## MISSION STATEMENT:

The Winnebago County Human Resources Department strives to provide effective and responsible human resources and labor relations services by developing and managing a comprehensive human resource program.

## PROGRAM DESCRIPTION:

RECRUITMENT Advertising, applicant screening, testing, interviewing, hiring and correspondence.

LABOR RELATIONS Negotiating and administering collective bargaining agreements, processing grievances, work rule reviews and correspondence.

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

TRAINING Performs orientation sessions for new employees, management training and ongoing group training programs on various topics.

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

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

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

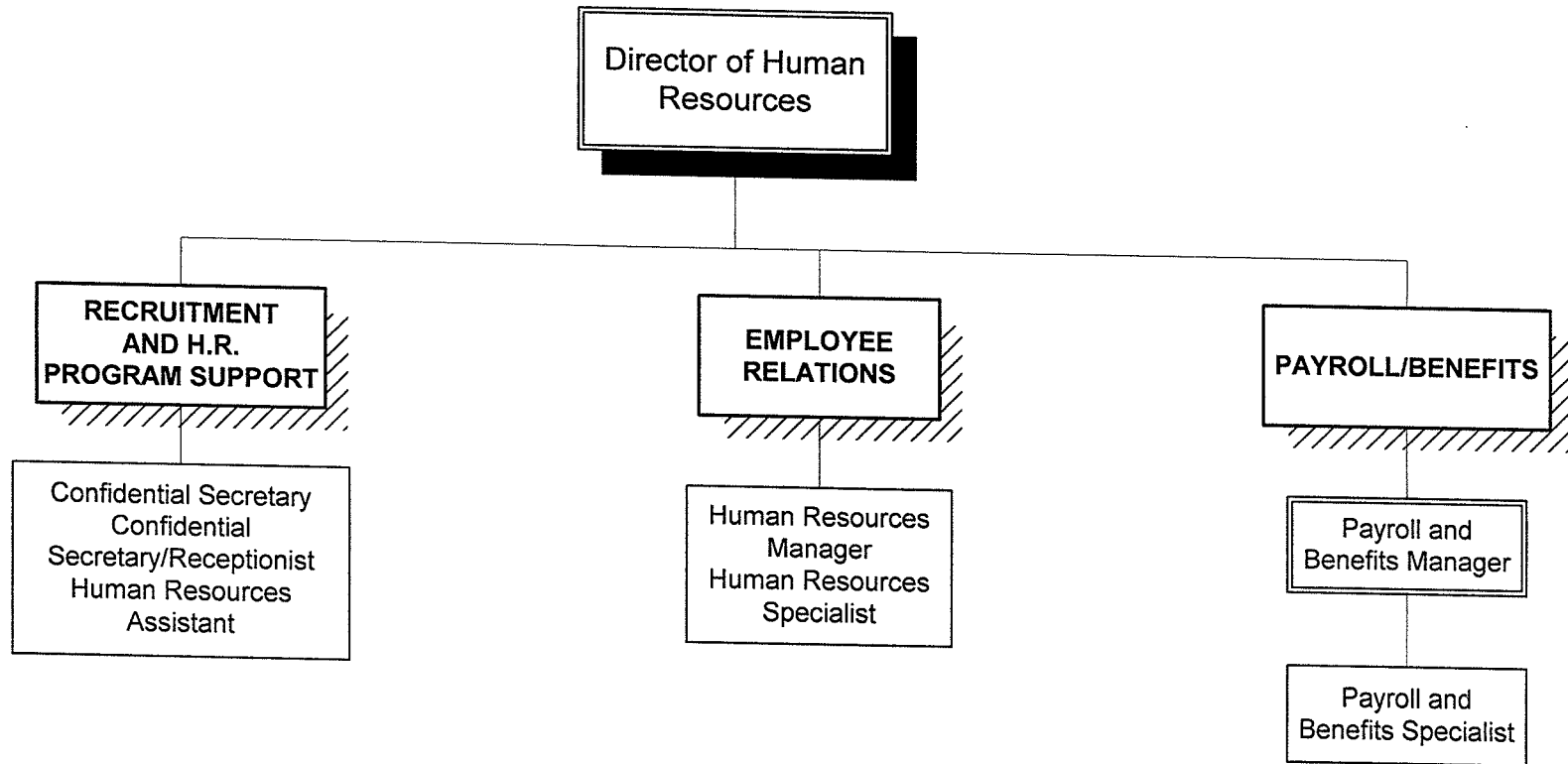
WORKERS COMPENSATION Self-funded program administration including budgeting, claims processing and payment approval, case management and litigation management through third-party partner.

**SALARY ADMINISTRATION** Designs and administers salary plans for all union and non-union employees of all County departments.

**BUDGETS** Assist in the preparation of labor cost estimates for the annual budget, update staffing documentation and review new position requests.

**SAFETY** Oversees administration of countywide safety and safety training programs.

# HUMAN RESOURCES



# **HUMAN RESOURCES & PAYROLL**

**Department: 100-012   Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:  
LOCATION:**

**Karon Kraft  
Winnebago County  
112 Otter Avenue  
Oshkosh, WI 54901**

**TELEPHONE: 232-3466**

## **2011 ACCOMPLISHMENTS:**

- 1. Expanded the Wellness Program for Winnebago County employees.**
- 2. Enhanced the Safety Program for Winnebago County employees, including the creation of a new Safety Team comprised of members from all departments.**
- 3. Researched and identified potential problems within the Administrative Pay Plan, along with suggestions for improvements to be considered in the future.**
- 4. Completed successor labor agreements with five out of the seven bargaining units in Winnebago County**
- 5. Began the implementation process for the installation of the new human resource management/payroll system.**

**2012 GOALS & OBJECTIVES:**

- 1. Complete installation and training for the new human resource management/payroll system.**
- 2. Continue to expand Wellness Initiatives among all employees.**
- 3. Explore new alternatives in healthcare insurance programs and potential savings in healthcare costs.**
- 4. Strive to create an environment which promotes positive employee relations, encourages equal opportunity and provides quality customer service.**
- 6. Work collaboratively within Winnebago County to follow the initiatives of new legislation including but not limited to federal Healthcare Reform as well as Wisconsin Acts 10 and 32.**

# HUMAN RESOURCES & PAYROLL

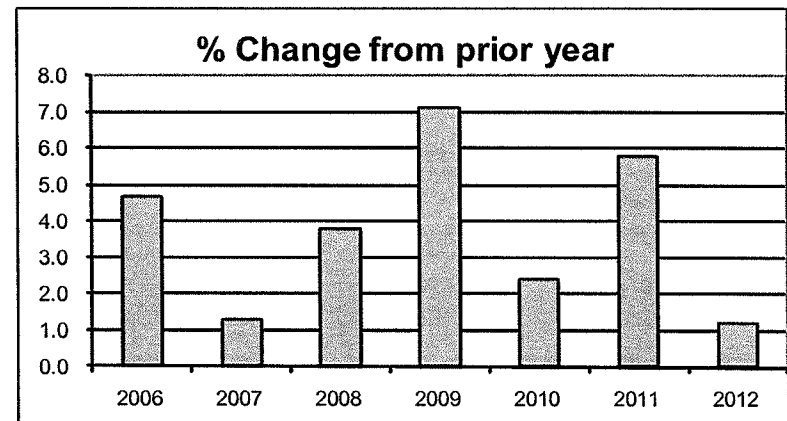
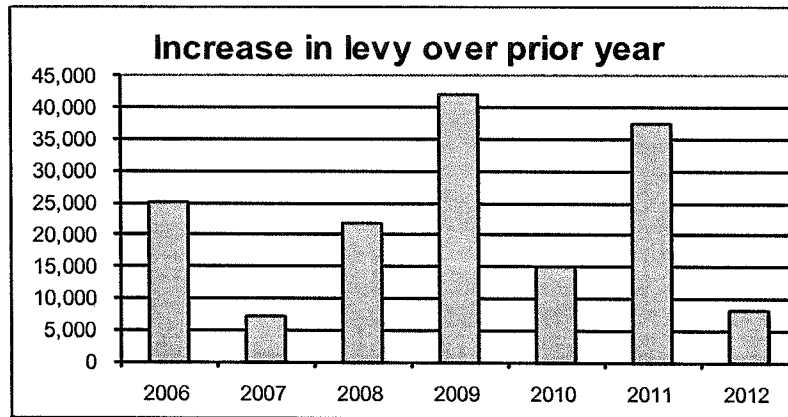
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	12	12	11	10	10	10	10	9	8	8
Part Time	0	0	0	0	0	0	0	0	0	0
Total	12	12	11	10	10	10	10	9	8	8

There is no change to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$692,292, an increase of \$8,272 or 1.2% over 2011.





## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Human Resources

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 684,014	
<b>Revenue Changes - impact on levy:</b>		
<b>Expense Changes - impact on levy:</b>		
Wages	10,492	Wages are up 2.5% primarily because an employee that was previously charged to Park View is now reported in the Human Resources department. Otherwise pay would be up about 1%.
Fringe benefits	(696)	Fringe benefits are down just .4%. Most departments reflect a much larger decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.. However, due to the change in reporting one employees costs in Human Resources rather than Park View, this offsets what would have been a larger reduction.
Other small changes	(1,518)	This is a combination of increases and decreases in revenue and expense accounts.
<b>Tax Levy 2012</b>	\$ 692,292	

**Winnebago County**  
**Budget Detail - 2012**  
**Human Resources**  
100 - 012

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Forms, Copies, Etc.	222	172	116	100	100	100	100	0.0%
Public Services	222	172	116	100	100	100	100	0.0%
Professional Services	17,000	17,004	23,004	23,000	26,000	26,000	26,000	13.0%
Interfund Revenues	17,000	17,004	23,004	23,000	26,000	26,000	26,000	13.0%
<b>TOTAL REVENUES</b>	<b>17,222</b>	<b>17,176</b>	<b>23,120</b>	<b>23,100</b>	<b>26,100</b>	<b>26,100</b>	<b>26,100</b>	<b>13.0%</b>
Regular Pay	365,599	378,123	383,715	425,149	435,641	435,641	435,641	2.5%
Wages	365,599	378,123	383,715	425,149	435,641	435,641	435,641	2.5%
Fringe Benefits	158,621	163,541	171,946	173,283	172,587	172,587	172,587	-0.4%
Fringes	158,621	163,541	171,946	173,283	172,587	172,587	172,587	-0.4%
<b>Total Labor Costs</b>	<b>524,220</b>	<b>541,664</b>	<b>555,662</b>	<b>598,432</b>	<b>608,228</b>	<b>608,228</b>	<b>608,228</b>	<b>1.6%</b>
Registration & Tuition	677	129	912	1,230	1,230	1,230	1,230	0.0%
Automobile Allowance	622	370	226	1,165	1,350	1,350	1,350	15.9%
Meals	0	0	0	273	275	275	275	0.7%
Lodging	62	0	70	750	750	750	750	0.0%
Other Travel Exp	0	0	0	25	25	25	25	0.0%
Travel	1,360	499	1,208	3,443	3,630	3,630	3,630	5.4%
Office Expenses								
Office Supplies	1,666	1,424	2,168	2,000	2,000	2,000	2,000	0.0%
Stationery and Forms	1,510	1,285	912	1,200	1,200	1,200	1,200	0.0%
Printing Supplies	1,288	1,299	1,407	1,200	1,200	1,200	1,200	0.0%
Postage and Box Rent	57	90	59	50	50	50	50	0.0%
Advertising	4,599	8,076	12,810	8,000	9,000	9,000	9,000	12.5%
Subscriptions	95	95	95	110	110	110	110	0.0%
Membership Dues	330	450	25	500	500	500	500	0.0%
Operating Expenses								
Telephone	1,448	1,437	1,918	1,200	1,200	1,200	1,200	0.0%
Food	78	44	0	75	75	75	75	0.0%
Small Equipment	0	57	111	199	199	199	199	0.0%

**Winnebago County  
Budget Detail - 2012  
Human Resources**

100 - 012

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Contractual Services								
Medical and Dental	1,493	947	3,758	2,000	2,000	2,000	2,000	0.0%
Equipment Repairs	751	736	78	736	736	736	736	0.0%
Data Processing	44,855	46,438	48,304	55,000	40,000	40,000	40,000	-27.3%
Professional Service	9,652	22,429	29,095	21,000	21,000	36,000	36,000	71.4%
Collection Services	0	0	0	0	0	0	0	NA
Insurance								
Prop & Liab Insurance	20	0	0	0	0	0	0	NA
Stop-Loss Insurance Premium	0	23	60	0	0	0	0	NA
Operating Licenses & Fees	20	0	0	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	3,932	3,567	5,413	4,500	4,500	4,500	4,500	0.0%
Postage and Box Rent	5,600	4,997	5,758	5,450	5,450	5,450	5,450	0.0%
Equipment Repairs	528	462	363	363	396	396	396	9.1%
Prop. & Liab. Insurance	1,440	1,475	1,548	1,656	1,918	1,918	1,918	15.8%
Other Operating Expenses	<u>79,361</u>	<u>95,331</u>	<u>113,882</u>	<u>105,239</u>	<u>91,534</u>	<u>106,534</u>	<u>106,534</u>	<u>1.2%</u>
<b>TOTAL EXPENSES</b>	<u>604,940</u>	<u>637,493</u>	<u>670,752</u>	<u>707,114</u>	<u>703,392</u>	<u>718,392</u>	<u>718,392</u>	<u>1.6%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>587,719</u>	<u>620,317</u>	<u>647,631</u>	<u>684,014</u>	<u>677,292</u>	<u>692,292</u>	<u>692,292</u>	<u>1.2%</u>

# **WORKERS COMPENSATION FUND**

## **2011 BUDGET NARRATIVE**

### **HIGHLIGHTS**

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

#### **FUND MANAGEMENT:**

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

#### **SUMMARY OF ACTIVITY 2012:**

The fund shows a budget deficit for 2012 of \$201,329 a decrease of \$473, or .2% under 2011. Funds are maintained to handle any unexpected large claims that we may have to pay up to our stop loss amount. The stop loss for this fund is \$400,000 per occurrence, at which time our excess insurance takes over. We have been trying to maintain enough in fund reserves to cover several unanticipated large losses in a single year.

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

# SIGNIFICANT CHANGES FROM 2011 ADOPTED - Workers Comp Insurance

Account	Effect on Surplus Increase (Decrease)	Total	Description
<b>Significant changes from 2011</b>			
<b>2011 Budgeted Surplus (Deficit)</b>		\$ (201,802)	
<b>Significant changes to revenues:</b>			
Investment income	(20,000)		Large decrease because interest rates remain very low and it is very likely that we will not attain the budgeted amount for 2011.
<b>Significant changes to expenses:</b>			
Fringe benefits	(4,840)		The large increase is due to a correction to the amount of fringes allocated from the Human Resources Department to this function. One of the Human Resources staff has part of her time charged to this function.
Legal services	10,000		Decrease to more closely match historical spending.
Administration fee	10,000		Decrease to more closely match historical spending.
Stop loss insurance	7,000		Reduction in premium because of favorable experience.
Other small changes	(1,687)		This is a combination of increases and decreases in revenue and expense accounts.
<b>Significant changes - other:</b>			
None			
<b>2012 Budgeted Surplus (Deficit)</b>		\$ (201,329)	

**Winnebago County**  
**Budget Detail - 2012**  
**Workers Compensation Insurance**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Insurance Charges	1,025,090	1,071,092	1,064,878	790,000	790,000	790,000	790,000	0.0%
Interfund Revenues	1,025,090	1,071,092	1,064,878	790,000	790,000	790,000	790,000	0.0%
Interest-Investments	114,130	87,060	57,492	60,000	40,000	40,000	40,000	-33.3%
Interest on Investments	114,130	87,060	57,492	60,000	40,000	40,000	40,000	-33.3%
<b>TOTAL REVENUES</b>	<b>1,139,220</b>	<b>1,158,152</b>	<b>1,122,370</b>	<b>850,000</b>	<b>830,000</b>	<b>830,000</b>	<b>830,000</b>	<b>-2.4%</b>
Regular Pay	21,818	22,583	22,922	23,260	23,847	23,847	23,847	2.5%
Wages	21,818	22,583	22,922	23,260	23,847	23,847	23,847	2.5%
Fringe Benefits	4,504	4,556	6,551	4,797	9,637	9,637	9,637	100.9%
Fringes	4,504	4,556	6,551	4,797	9,637	9,637	9,637	100.9%
<b>Total Labor Costs</b>	<b>26,322</b>	<b>27,139</b>	<b>29,472</b>	<b>28,057</b>	<b>33,484</b>	<b>33,484</b>	<b>33,484</b>	<b>19.3%</b>
Registration & Tuition	0	0	0	400	400	400	400	0.0%
Automobile Allowance	67	0	100	500	500	500	500	0.0%
Travel	67	0	100	900	900	900	900	0.0%
Office Expenses								
Print & Duplicate	0	0	0	25	25	25	25	0.0%
Subscriptions	0	207	207	215	215	215	215	0.0%
Membership Dues	180	120	120	130	130	130	130	0.0%
Operating Expenses								
Small Equipment	652	1,239	0	2,200	2,200	2,200	2,200	0.0%
Medical Supplies	34	286	242	1,200	800	800	800	-33.3%
Contractual Services								
Medical and Dental	3,131	2,692	4,181	4,000	4,000	4,000	4,000	0.0%
Legal Services	16,168	40,594	13,235	35,000	25,000	25,000	25,000	-28.6%
Professional Service	17,141	21,864	52,611	40,000	40,000	40,000	40,000	0.0%
Management Services	46,383	49,637	40,585	48,000	49,500	49,500	49,500	3.1%
Administration Fee	24,290	23,998	10,378	30,000	20,000	20,000	20,000	-33.3%
Insurance								
Stop-Loss Insurance Premium	55,179	3,382	52,588	62,000	55,000	55,000	55,000	-11.3%

**Winnebago County**  
**Budget Detail - 2012**  
**Workers Compensation Insurance**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Claim Payments	660,026	570,638	(137,142)	800,000	800,000	800,000	800,000	0.0%
Insurance Recoveries	0	0	(179,900)	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	0	0	0	75	75	75	75	0.0%
Other Operating Expenses	823,184	714,657	(142,894)	1,022,845	996,945	996,945	996,945	-2.5%
<b>TOTAL EXPENSES</b>	<b>849,573</b>	<b>741,796</b>	<b>(113,322)</b>	<b>1,051,802</b>	<b>1,031,329</b>	<b>1,031,329</b>	<b>1,031,329</b>	<b>-1.9%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>289,647</b>	<b>416,357</b>	<b>1,235,692</b>	<b>(201,802)</b>	<b>(201,329)</b>	<b>(201,329)</b>	<b>(201,329)</b>	<b>-0.2%</b>
Fund Adjustments				201,802	201,329	201,329	201,329	
<b>Net Levy</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

# SELF FUNDED HEALTH INSURANCE

## 2012 BUDGET NARRATIVE HIGHLIGHTS

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

There is no direct tax levy for this function. The fund charges County departments premiums which in turn are reflected in the tax levy of each department.

This fund was created in 2000 to account for the new self-funded health insurance.

The County has purchased stop loss insurance, which takes over when medical expenses for an individual exceed \$75,000 in a plan year. Stop loss insurance pays all claims up to a maximum of \$6 million.

Premiums are budgeted at a level to cover total expenses.

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

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

### **FUND BALANCE:**

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



# **SIGNIFICANT CHANGES FROM 2011 ADOPTED - Self Funded Health Insurance**

Account	Effect on Surplus Increase (Decrease)	Total	Description
<b>Significant changes from 2011</b>			
2011 Budgeted Surplus		\$ 26,400	
<b>Revenue Changes - affect on surplus:</b>			
Insurance charges	195,139		Increase due to higher premiums to be charged to departments in 2012
<b>Expense Changes - affect on surplus:</b>			
Claim payments	(181,000)		Increase due to higher claim payments expected.
Administration fee	(1,000)		Projected increase in fee for plan administration.
<b>Significant changes - other:</b>			
2012 Budgeted Surplus		39,539	

**Winnebago County  
Budget Detail - 2012  
Self Funded Health Insurance  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Insurance Charges	224,781	208,739	263,291	245,000	245,000	245,000	245,000	0.0%
Insurance Charges	4,822,500	5,284,015	5,374,681	5,575,400	5,770,539	5,770,539	5,770,539	3.5%
Interfund Revenues	5,047,280	5,492,754	5,637,972	5,820,400	6,015,539	6,015,539	6,015,539	3.4%
Interest-Investments	32,727	54,165	40,163	35,000	35,000	35,000	35,000	0.0%
Interest on Investments	32,727	54,165	40,163	35,000	35,000	35,000	35,000	0.0%
<b>TOTAL REVENUES</b>	<b>5,080,008</b>	<b>5,546,919</b>	<b>5,678,135</b>	<b>5,855,400</b>	<b>6,050,539</b>	<b>6,050,539</b>	<b>6,050,539</b>	<b>3.3%</b>
Contractual Services								
Administration Fee	136,034	143,426	146,471	149,000	150,000	150,000	150,000	0.7%
Insurance								
Stop-Loss Insurance Premium	298,567	438,830	492,946	480,000	480,000	480,000	480,000	0.0%
Claim Payments	3,594,289	4,279,617	3,732,660	5,200,000	5,381,000	5,381,000	5,381,000	3.5%
Other Operating Expenses	4,028,891	4,861,873	4,372,077	5,829,000	6,011,000	6,011,000	6,011,000	3.1%
<b>TOTAL EXPENSES</b>	<b>4,028,891</b>	<b>4,861,873</b>	<b>4,372,077</b>	<b>5,829,000</b>	<b>6,011,000</b>	<b>6,011,000</b>	<b>6,011,000</b>	<b>3.1%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>1,051,117</b>	<b>685,047</b>	<b>1,306,058</b>	<b>26,400</b>	<b>39,539</b>	<b>39,539</b>	<b>39,539</b>	<b>49.8%</b>
Fund Adjustments				(26,400)	(39,539)	(39,539)	(39,539)	
<b>Net Levy</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

# **SELF FUNDED DENTAL INSURANCE**

## **2012 BUDGET NARRATIVE HIGHLIGHTS**

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

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

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

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

The fund has been budgeted to produce a deficit of \$69,035 during 2012. In 2012 premium revenues have been set to produce a deficit for the year to draw down fund balance.

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

# SIGNIFICANT CHANGES FROM 2011 ADOPTED - Self Funded Dental Insurance

Account	Effect on Surplus Increase (Decrease)	Total	Description
Significant changes from 2011			
2011 Budgeted Surplus (Deficit)		\$ (60,200)	
Revenue Changes - affect on surplus:			
Insurance charges	79,065		Increase due to higher premiums expected in 2012
Expense Changes - affect on surplus:			
Claim payments	(87,000)		Increase in projected usage of the plan.
Other small changes	(900)		This is a combination of increases and decreases in revenue and expense accounts.
Significant changes - other:			
2012 Budgeted Surplus (Deficit)		\$ (69,035)	

**Winnebago County**  
**Budget Detail - 2012**  
**Self Funded Dental Insurance**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Insurance Charges	4,483	4,797	7,278	4,800	5,000	5,000	5,000	4.2%
Insurance Charges	559,535	499,267	543,299	532,000	610,965	610,965	610,965	14.8%
Interfund Revenues	564,017	504,064	550,576	536,800	615,965	615,965	615,965	14.7%
Interest-Investments	17,787	9,188	3,816	3,000	3,000	3,000	3,000	0.0%
Interest on Investments	17,787	9,188	3,816	3,000	3,000	3,000	3,000	0.0%
<b>TOTAL REVENUES</b>	<b>581,804</b>	<b>513,252</b>	<b>554,392</b>	<b>539,800</b>	<b>618,965</b>	<b>618,965</b>	<b>618,965</b>	<b>14.7%</b>
Contractual Services								
Administration Fee	37,108	39,321	40,647	40,000	41,000	41,000	41,000	2.5%
Insurance								
Claim Payments	534,674	581,590	607,318	560,000	647,000	647,000	647,000	15.5%
Other Operating Expenses	571,782	620,911	647,965	600,000	688,000	688,000	688,000	14.7%
<b>TOTAL EXPENSES</b>	<b>571,782</b>	<b>620,911</b>	<b>647,965</b>	<b>600,000</b>	<b>688,000</b>	<b>688,000</b>	<b>688,000</b>	<b>14.7%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>10,022</b>	<b>(107,659)</b>	<b>(93,573)</b>	<b>(60,200)</b>	<b>(69,035)</b>	<b>(69,035)</b>	<b>(69,035)</b>	<b>14.7%</b>
Fund Adjustments				60,200	69,035	69,035	69,035	
<b>Net Levy</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

# FINANCE

Department: 100-015 to 019 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 232-3443

## MISSION STATEMENT:

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

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

## PROGRAM DESCRIPTION:

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

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

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

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

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

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

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

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

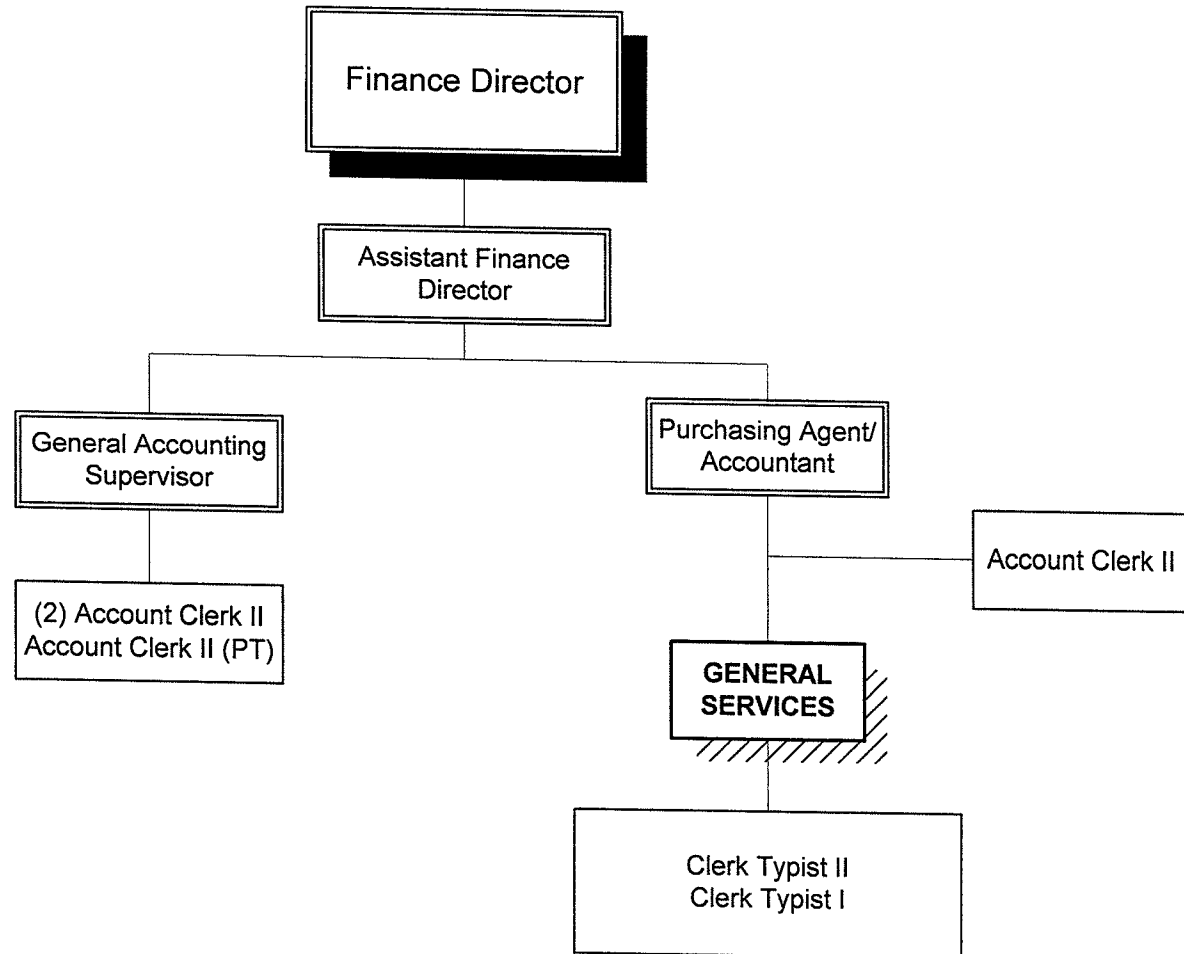
**BONDING** Coordinate the issuance of County debt with the financial advisors, bond counsel, and rating agency.

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

**PURCHASING** Identify items and sources, obtain pricing quotes and sealed bids for commodities required by the County. Monitor purchase documents prepared by departments for compliance with County purchasing procedures. Provide technical assistance to departments regarding equipment requirements and purchasing procedures.

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

# FINANCE





# **FINANCE**

## **Department: 100-015 & 019 Funds: General Fund 2012 BUDGET NARRATIVE**

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

**TELEPHONE:** 232-3443

### **2011 ACCOMPLISHMENTS:**

1. Obtained an unqualified opinion on the 2010 CAFR.
2. Relocated the department to the 112 Otter Avenue property in early 2011.
3. Completed implementation and went live on our new accounting software, Tyler / Munis.
4. Closed our county's books for the 2010 fiscal year and completed the CAFR (Comprehensive Annual Financial Report).
5. Decentralizing some accounting functions such as customer billing and cash receipting with the implementation of the Munis governmental accounting software.
6. Provided top quality accounting and reporting services to our customer departments, County Board, Personnel & Finance Committee and the general public as evidenced by zero complaints and several complements from departments about working with Finance Department staff when they have problems.

### **2012 GOALS & OBJECTIVES:**

1. Obtain an unqualified opinion on the 2011 CAFR.
2. Provide our customers (county departments) with good accurate financial reports and other services to be evidenced by no complaints about our service quality during the year.

# FINANCE

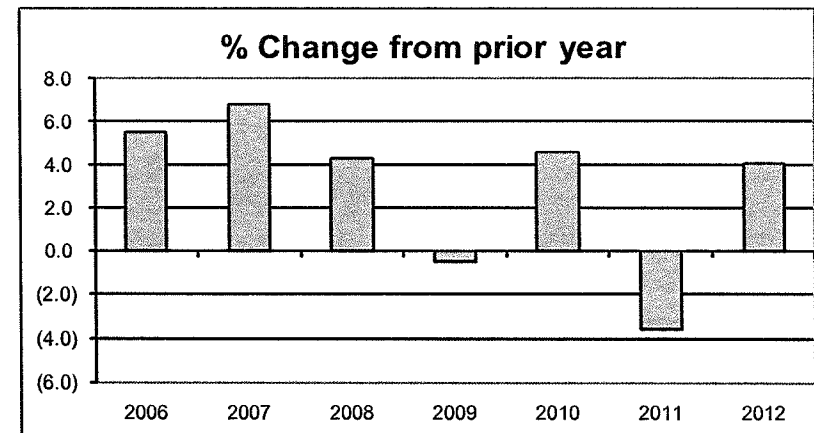
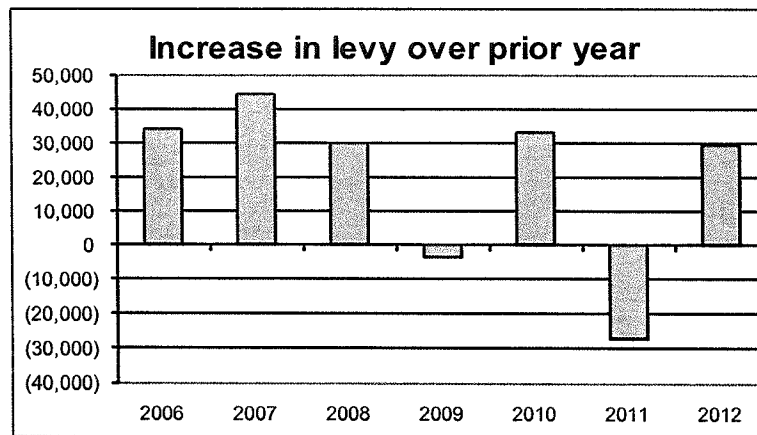
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	8	8	8	8	8	8	8	8	7	7
Part Time	0	0	0	0	0	0	0	0	1	1
Total	8	8	8	8	8	8	8	8	8	8

There is no change to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2011 is \$758,376, an increase of \$29,599 or 4.1% over 2010.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Finance

Account	Amount	Description
Significant changes from 2011		
Tax Levy 2011	\$ 728,777	
Revenue Changes - impact on levy:		
Expense Changes - impact on levy:		
Wages	18,726	Total increase is 4.4%. It is up higher than normal because we missed budgeting some pay in the 2011 budget. Had we included the correct amount in 2011, the total increase would be around 1%.
Fringe benefits	(20,561)	Down mainly because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Data processing	36,638	The large increase is to cover the maintenance cost of our new accounting software. We were not paying for maintenance on our old software. As a result, it had become out of date and fixes were no longer available putting the County at risk of a complete shut down of our financial system in the event of a major computer virus.
Other small changes	(5,204)	This is a combination of increases and decreases in revenue and expense accounts.
Tax Levy 2012	\$ 758,376	

**Winnebago County**  
**Budget Detail - 2012**  
**Finance**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Forms, Copies, Etc.	627	725	0	0	0	0	0	NA
<b>Public Services</b>	<b>627</b>	<b>725</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Professional Services	6,400	6,396	7,404	8,000	10,000	10,000	10,000	25.0%
Financial Services	25,630	25,632	30,000	32,500	35,500	35,500	35,500	9.2%
<b>Interfund Revenues</b>	<b>32,030</b>	<b>32,029</b>	<b>37,404</b>	<b>40,500</b>	<b>45,500</b>	<b>45,500</b>	<b>45,500</b>	<b>12.3%</b>
<b>TOTAL REVENUES</b>	<b>32,657</b>	<b>32,754</b>	<b>37,404</b>	<b>40,500</b>	<b>45,500</b>	<b>45,500</b>	<b>45,500</b>	<b>12.3%</b>
Regular Pay	421,679	430,286	417,392	425,361	425,087	444,087	444,087	4.4%
Temporary Employees	0	0	698	0	0	0	0	NA
Overtime	68	0	0	0	0	0	0	NA
<b>Wages</b>	<b>421,747</b>	<b>430,286</b>	<b>418,089</b>	<b>425,361</b>	<b>425,087</b>	<b>444,087</b>	<b>444,087</b>	<b>4.4%</b>
Fringe Benefits	194,773	200,791	192,935	192,162	157,645	171,601	171,601	-10.7%
Unemployment Comp	0	0	73	0	1,800	1,800	1,800	NA
<b>Fringes</b>	<b>194,773</b>	<b>200,791</b>	<b>193,007</b>	<b>192,162</b>	<b>159,445</b>	<b>173,401</b>	<b>173,401</b>	<b>-9.8%</b>
<b>Total Labor Costs</b>	<b>616,520</b>	<b>631,077</b>	<b>611,097</b>	<b>617,523</b>	<b>584,532</b>	<b>617,488</b>	<b>617,488</b>	<b>0.0%</b>
Registration & Tuition	540	1,035	770	1,000	1,100	1,100	1,100	10.0%
Automobile Allowance	827	1,019	684	1,130	1,705	1,705	1,705	50.9%
Vehicle Lease	67	0	0	0	0	0	0	NA
Meals	101	127	92	168	240	240	240	42.9%
Lodging	452	793	605	768	980	980	980	27.6%
Other Travel Exp	0	1	0	0	0	0	0	NA
Taxable Meals	0	9	29	150	0	0	0	0.0%
<b>Travel</b>	<b>1,987</b>	<b>2,984</b>	<b>2,180</b>	<b>3,216</b>	<b>4,025</b>	<b>4,025</b>	<b>4,025</b>	<b>25.2%</b>
Office Expenses								
Office Supplies	1,288	444	410	530	450	450	450	-15.1%
Stationery and Forms	2,444	1,156	2,359	1,550	1,610	1,610	1,610	3.9%
Printing Supplies	752	654	485	700	600	600	600	-14.3%
Postage and Box Rent	316	240	41	100	90	90	90	-10.0%
Computer Software	0	0	0	0	180	180	180	NA

**Winnebago County**  
**Budget Detail - 2012**  
**Finance**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Subscriptions	703	1,144	812	1,025	875	875	875	-14.6%
Membership Dues	1,140	1,219	1,525	1,230	1,390	1,390	1,390	13.0%
Publish Legal Notices	1,450	2,295	2,007	2,100	2,100	2,100	2,100	0.0%
Operating Expenses								
Telephone	1,634	1,739	2,190	1,800	1,800	1,800	1,800	0.0%
Food	0	20	18	20	20	20	20	0.0%
Small Equipment	0	1,365	58	1,290	250	250	250	-80.6%
Legal Fees	15	0	0	0	0	0	0	NA
Contractual Services								
Equipment Repairs	39	0	0	1,130	1,130	1,130	1,130	0.0%
Accounting - Auditing	75,900	77,600	79,700	82,900	85,000	83,000	83,000	0.1%
Data Processing	2,758	2,424	8,115	30,970	67,608	67,608	67,608	118.3%
Professional Service	10,633	0	11,000	0	0	0	0	NA
Collection Services	11,518	8,999	4,412	10,000	8,000	8,000	8,000	-20.0%
State Special Charges	0	10	10	10	10	10	10	0.0%
Insurance								
Operating Licenses & Fees	0	82	0	82	0	0	0	0.0%
Other Sundry & Fixed Charges								
Other Miscellaneous	0	0	0	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	9,085	7,833	7,080	8,100	8,000	8,000	8,000	-1.2%
Postage and Box Rent	3,613	2,573	2,721	2,550	2,720	2,720	2,720	6.7%
Equipment Repairs	297	330	330	330	330	330	330	0.0%
Microfilming Services	8,097	4,616	0	0	0	0	0	NA
Prop. & Liab. Insurance	1,980	1,848	2,040	2,121	2,200	2,200	2,200	3.7%
Other Operating Expenses	<u>133,661</u>	<u>116,591</u>	<u>125,312</u>	<u>148,538</u>	<u>184,363</u>	<u>182,363</u>	<u>182,363</u>	<u>22.8%</u>
<b>TOTAL EXPENSES</b>	<u>752,169</u>	<u>750,652</u>	<u>738,589</u>	<u>769,277</u>	<u>772,920</u>	<u>803,876</u>	<u>803,876</u>	<u>4.5%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>719,511</u>	<u>717,898</u>	<u>701,185</u>	<u>728,777</u>	<u>727,420</u>	<u>758,376</u>	<u>758,376</u>	<u>4.1%</u>

**FINANCE  
PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
Finance	015	468,469	2,845	-	179,385	650,699		650,699	611,563	638,938	6.4	(4.3)
Revenues	015						35,500	(35,500)	(32,500)	(30,000)	9.2	8.3
Purchasing	019	149,019	1,180	-	2,978	153,177		153,177	157,714	153,914	(2.9)	2.5
Revenues	019						10,000	(10,000)	(8,000)	(7,700)	25.0	3.9
<b>Grand Totals</b>		<u>617,488</u>	<u>4,025</u>	<u>-</u>	<u>182,363</u>	<u>803,876</u>	<u>45,500</u>	<u>758,376</u>	<u>728,777</u>	<u>755,152</u>	4.1	(3.5)

# GENERAL SERVICES

Department: 620-XXX      Fund: General Services  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD:  
LOCATION:

Charles L. Orenstein, CPA  
Winnebago County  
112 Otter Avenue  
Oshkosh, Wisconsin 54901

TELEPHONE: 232-3443

## MISSION STATEMENT:

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

## PROGRAM DESCRIPTION:

PRINTING Provides large volume professional copying services to County departments at a competitive price. Also maintains an inventory of printing supplies for use by departments within the County.

MAILROOM Processes County departments' incoming and outgoing letters and packages.

# **GENERAL SERVICES**

**Department: 620-XXX    Fund: General Services**  
**2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**  
**LOCATION:**

**Charles L. Orenstein, CPA**  
**Winnebago County**  
**112 Otter Avenue**  
**Oshkosh, WI 54901**

**TELEPHONE: 232-3443**

## **2011 ACCOMPLISHMENTS:**

- 1.    Provided training for departments on mail preparation to maximize savings on postage.**
- 2.    Added scanning ability to more copiers to encourage more electronic record retention.**

## **2012 GOALS & OBJECTIVES:**

- 1.    To continue to promote the printing capabilities of the department to eliminate outsourcing of print jobs.**
- 2.    To continue to work with departments on how to maximize savings on postage**
- 3.    To continue to provide quality printing and mail service to County departments in a cost -effective manner.**



# GENERAL SERVICES

## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	3	3	3	2	2	2	2	2	2	2
Part Time	1	0	0	0	0	0	0	0	0	0
Total	4	3	3	2	2	2	2	2	2	2

There are no changes to the table of organization for 2012.

**COUNTY LEVY:** The General Services Fund is a proprietary activity and as such, generally operates with very little or no tax levy. Most of the department's costs are charged back to user departments. In 2012 a surplus of \$581 is budgeted, in 2011 a surplus of \$3,952 was budgeted.

# **SIGNIFICANT CHANGES FROM 2011 ADOPTED - General Services**

Account	Effect on Surplus Increase (Decrease)	Total	Description
<b>Significant changes from 2011</b>			
2011 Budgeted Surplus (Deficit)		\$ 3,952	
<b>Significant changes to revenues:</b>			
Mail service revenue	(20,000)		Mail service has been declining as more people send information by e-mail.
<b>Significant changes to expenses:</b>			
Fringe benefits	5,317		Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Postage and box rent	11,700		Decrease because as the revenue (above) goes down, so does our expense.
Other small changes	(388)		This is a combination of increases and decreases in revenue and expense accounts.
<b>Significant changes - other:</b>			
None			
2012 Budgeted Surplus (Deficit)		\$ 581	

**Winnebago County**  
**Budget Detail - 2012**  
**General Services**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Offset Revenue	2,352	2,017	2,959	2,000	3,000	3,000	3,000	50.0%
<b>Public Services</b>	<b>2,352</b>	<b>2,017</b>	<b>2,959</b>	<b>2,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>50.0%</b>
Mail Service Revenue	8,254	7,746	6,463	8,000	7,000	7,000	7,000	-12.5%
<b>Intergovernmental Services</b>	<b>8,254</b>	<b>7,746</b>	<b>6,463</b>	<b>8,000</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>-12.5%</b>
Forms, Copies, Etc.	182,985	194,121	243,985	250,000	252,000	252,000	252,000	0.8%
Photocopy Revenue	67,428	61,010	61,502	65,000	63,000	63,000	63,000	-3.1%
Mail Service Revenue	222,258	215,477	208,675	224,000	204,000	204,000	204,000	-8.9%
Imaging Revenue	8,097	4,616	0	0	0	0	0	NA
D.P. Services	0	0	600	700	700	700	700	0.0%
<b>Interfund Revenues</b>	<b>480,768</b>	<b>475,224</b>	<b>514,762</b>	<b>539,700</b>	<b>519,700</b>	<b>519,700</b>	<b>519,700</b>	<b>-3.7%</b>
Interest-Investments	497	86	0	0	0	0	0	NA
<b>Interest on Investments</b>	<b>497</b>	<b>86</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Transfers In	71,000	5,600	0	0	0	0	0	NA
<b>Other Operating Transfers</b>	<b>71,000</b>	<b>5,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>562,870</b>	<b>490,672</b>	<b>524,184</b>	<b>549,700</b>	<b>529,700</b>	<b>529,700</b>	<b>529,700</b>	<b>-3.6%</b>
Regular Pay	62,127	63,733	64,292	65,501	65,501	65,501	65,501	0.0%
<b>Wages</b>	<b>62,127</b>	<b>63,733</b>	<b>64,292</b>	<b>65,501</b>	<b>65,501</b>	<b>65,501</b>	<b>65,501</b>	<b>0.0%</b>
Fringe Benefits	27,144	35,247	34,126	35,128	29,811	29,811	29,811	-15.1%
Unemployment Comp	379	0	0	0	0	0	0	NA
Compensated Absences	224	1,519	209	0	0	0	0	NA
<b>Fringes</b>	<b>27,747</b>	<b>36,766</b>	<b>34,336</b>	<b>35,128</b>	<b>29,811</b>	<b>29,811</b>	<b>29,811</b>	<b>-15.1%</b>
<b>Total Labor Costs</b>	<b>89,874</b>	<b>100,500</b>	<b>98,627</b>	<b>100,629</b>	<b>95,312</b>	<b>95,312</b>	<b>95,312</b>	<b>-5.3%</b>
Automobile Allowance	0	68	174	160	200	200	200	25.0%
<b>Travel</b>	<b>0</b>	<b>68</b>	<b>174</b>	<b>160</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>25.0%</b>

**Winnebago County  
Budget Detail - 2012  
General Services  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Office Expenses								
Office Supplies	1,945	2,899	2,242	2,200	2,100	2,100	2,100	-4.5%
Printing Supplies	11,508	7,082	1,136	9,000	7,000	7,000	7,000	-22.2%
Postage and Box Rent	188,604	183,196	176,755	190,000	178,300	178,300	178,300	-6.2%
Subscriptions	0	360	0	0	0	0	0	NA
Operating Expenses								
Telephone	508	457	683	600	600	600	600	0.0%
Contractual Services								
Equipment Repairs	1,853	2,920	1,488	474	474	474	474	0.0%
Other Contract Serv.	26,934	27,534	27,682	30,000	30,000	30,000	30,000	0.0%
Rental Expenses								
Equipment Rental	189,320	193,595	209,770	211,163	213,510	213,510	213,510	1.1%
Depreciation & Amortization								
Depreciation Expense	1,103	1,103	643	0	0	0	0	NA
Other Sundry & Fixed Charges								
Other Miscellaneous	0	0	0	0	0	0	0	NA
Interfund Expenses								
Equipment Repairs	66	66	66	66	66	66	66	0.0%
Prop. & Liab. Insurance	1,392	1,301	1,320	1,456	1,557	1,557	1,557	6.9%
Other Uses of Funds								
Loss on Sale of Assets	0	0	1,563	0	0	0	0	NA
Other Operating Transfers								
Other Operating Expenses	<u>423,232</u>	<u>420,512</u>	<u>423,349</u>	<u>444,959</u>	<u>433,607</u>	<u>433,607</u>	<u>433,607</u>	<u>-2.6%</u>
<b>TOTAL EXPENSES</b>	<u>513,107</u>	<u>521,080</u>	<u>522,150</u>	<u>545,748</u>	<u>529,119</u>	<u>529,119</u>	<u>529,119</u>	<u>-3.0%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>49,764</u>	<u>(30,407)</u>	<u>2,034</u>	<u>3,952</u>	<u>581</u>	<u>581</u>	<u>581</u>	<u>-85.3%</u>
Fund Adjustments				(3,952)	(581)	(581)	(581)	
<b>Net Levy</b>				<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

# **GENERAL SERVICES PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012	2011	2010	2012 OVER	2011 OVER
								ADOPTED	ADOPTED	ADOPTED	2011	2010
Printing	740	46,688	-	-	216,797	263,485		263,485	269,603	251,432	(2.3)	7.2
Revenues							318,000	(318,000)	(317,000)	(277,000)		
Mail Service	741	48,624	200	-	216,810	265,634		265,634	276,145	247,403	(3.8)	11.6
Revenues							211,700	(211,700)	(232,700)	(233,500)		
Imaging	742	-	-	-	-	-		-	-	25,954	N/A	(100.0)
Revenues							-	-	-	(9,000)		
<b>Grand Totals</b>		<u>95,312</u>	<u>200</u>	<u>-</u>	<u>433,607</u>	<u>529,119</u>	<u>529,700</u>	(581)	(3,952)	5,289	(85.3)	(174.7)
Depreciation								-	-	(1,103)	N/A	N/A
(Income)/Loss on cash flow basis								<u>(581)</u>	<u>(3,952)</u>	<u>4,186</u>		

# **PROPERTY AND LIABILITY INSURANCE FUND**

**Department: 631-721      Fund: Property and Liability**  
**2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**  
**LOCATION:**

**Charles L. Orenstein, CPA**  
**Winnebago County**  
**112 Otter Avenue**  
**Oshkosh, Wisconsin 54901**

**TELEPHONE: 232-3443**

## **MISSION STATEMENT:**

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

## **PROGRAM DESCRIPTION:**

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

# PROPERTY AND LIABILITY INSURANCE FUND

## 2012 BUDGET NARRATIVE HIGHLIGHTS

Winnebago County along with the majority of other Wisconsin counties participates in WCMIC, a risk-sharing pool, for its liability insurance. Premiums are paid to WCMIC annually, there is a \$50,000 deductible per incident with a policy limit of \$10,000,000 per occurrence. This insurance covers general liability, personal injury liability, automobile liability, law enforcement liability and public official errors and omission liability. Dividends by policy year, if available, are based on profit of the entity. The County also self-insures for some miscellaneous items through this fund. This is an internal service fund and as such pays all of the related insurance expenses directly from this fund and in turn charges all departments a "premium" for this coverage which is recognized as revenue in this fund.

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

We try to maintain a fund balance of around \$750,000 (plus or minus \$100,000) in this fund to protect us in case there are significant deductible claims to be paid in a short period of time. Normally, a surplus or deficit is budgeted each year so as to maintain the fund balance at the level previously mentioned. Winnebago County has allowed the fund balance to diminish in the most recent years due to higher than normal claims.

### **FUND MANAGEMENT:**

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

### **SUMMARY OF 2012 ACTIVITY:**

A surplus of \$644 is budgeted for 2012. Insurance purchased from the outside to cover the County has remained consistent in recent years and will continue in 2012. Claim payments will remain relatively stable as will insurance recoveries. However, these are difficult to forecast. A fund balance roll forward schedule can be viewed in the Overview section of the budget book. It is listed as Fund Projections in the table of contents.

# **SIGNIFICANT CHANGES FROM 2011 ADOPTED - Property & Liability Insurance**

Account	Effect on Surplus Increase (Decrease)	Total	Description
<b>Significant changes from 2011</b>			
<b>2011 Budgeted Surplus (Deficit)</b>		\$ 16,626	
<b>Revenue Changes - affect on surplus:</b>			
Insurance charges	(4,790)		Slight reduction in charge backs to departments planned for 2012.
Interest on investments	(3,200)		Decrease in earnings due to very low interest rates. We will most likely not attain the amount budgeted for 2011.
<b>Expense Changes - affect on surplus:</b>			
Labor costs	(6,121)		Increase in costs because more is being allocated from the Finance Department based on the amount of time an employee spends with this function.
Insurance premiums	17,050		Projected decrease in our cost of purchasing insurance.
Claim payments	(10,000)		Increase this cost to more closely match past history.
Insurance recoveries	(10,000)		This source of funds is decreasing. The 2012 budget is more conservative because of lesser recoveries experienced in 2010.
Other small changes	1,079		This is a combination of increases and decreases in revenue and expense accounts.
<b>Significant changes - other:</b>			
<b>2012 Budgeted Surplus (Deficit)</b>		\$ 644	



**Winnebago County**  
**Budget Detail - 2012**  
**Property & Liability Insurance**  
ALL

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Insurance Charges	815,148	840,720	871,118	975,738	970,948	970,948	970,948	-0.5%
Interfund Revenues	815,148	840,720	871,118	975,738	970,948	970,948	970,948	-0.5%
Interest-Investments	27,178	12,092	3,330	5,200	2,000	2,000	2,000	-61.5%
Interest on Investments	27,178	12,092	3,330	5,200	2,000	2,000	2,000	-61.5%
<b>TOTAL REVENUES</b>	<b>842,326</b>	<b>852,811</b>	<b>874,448</b>	<b>980,938</b>	<b>972,948</b>	<b>972,948</b>	<b>972,948</b>	<b>-0.8%</b>
Regular Pay	2,488	9,379	9,910	15,000	20,000	20,000	20,000	33.3%
Wages	2,488	9,379	9,910	15,000	20,000	20,000	20,000	33.3%
Fringe Benefits	1,133	4,201	4,561	6,296	7,417	7,417	7,417	17.8%
Fringes	1,133	4,201	4,561	6,296	7,417	7,417	7,417	17.8%
<b>Total Labor Costs</b>	<b>3,621</b>	<b>13,580</b>	<b>14,471</b>	<b>21,296</b>	<b>27,417</b>	<b>27,417</b>	<b>27,417</b>	<b>28.7%</b>
Registration & Tuition	0	0	0	50	0	0	0	0.0%
Automobile Allowance	73	75	0	120	120	120	120	0.0%
Travel	73	75	0	170	120	120	120	-29.4%
Office Expenses								
Membership Dues	50	50	50	50	50	50	50	0.0%
Contractual Services								
Collection Services	992	0	0	500	0	0	0	0.0%
Insurance								
Prop & Liab Insurance	675,521	867,632	618,622	775,000	757,950	757,950	757,950	-2.2%
Claim Payments	313,090	513,481	225,347	200,000	210,000	210,000	210,000	5.0%
Insurance Recoveries	(70,810)	(242,823)	(16,904)	(35,000)	(25,000)	(25,000)	(25,000)	-28.6%
Interfund Expenses								
Prop. & Liab. Insurance	2,148	1,696	2,376	2,296	1,767	1,767	1,767	-23.0%
<b>Other Operating Expenses</b>	<b>920,990</b>	<b>1,140,036</b>	<b>829,491</b>	<b>942,846</b>	<b>944,767</b>	<b>944,767</b>	<b>944,767</b>	<b>0.2%</b>

**Winnebago County**  
**Budget Detail - 2012**  
**Property & Liability Insurance**  
ALL

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
TOTAL EXPENSES	924,684	1,153,692	843,962	964,312	972,304	972,304	972,304	0.8%
LEVY BEFORE ADJUSTMENTS	(82,358)	(300,880)	30,486	16,626	644	644	644	-96.1%
Fund Adjustments				(16,626)	(644)	(644)	(644)	
Net Levy				-	-	-	-	

# INFORMATION SYSTEMS

Department: 100-022 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 232-3491

## MISSION STATEMENT:

To support the activities of our customer Departments by assisting in the efficient and effective collection, storage, processing and communication of voice, image, data and video information.

## PROGRAM DESCRIPTION:

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

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

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

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

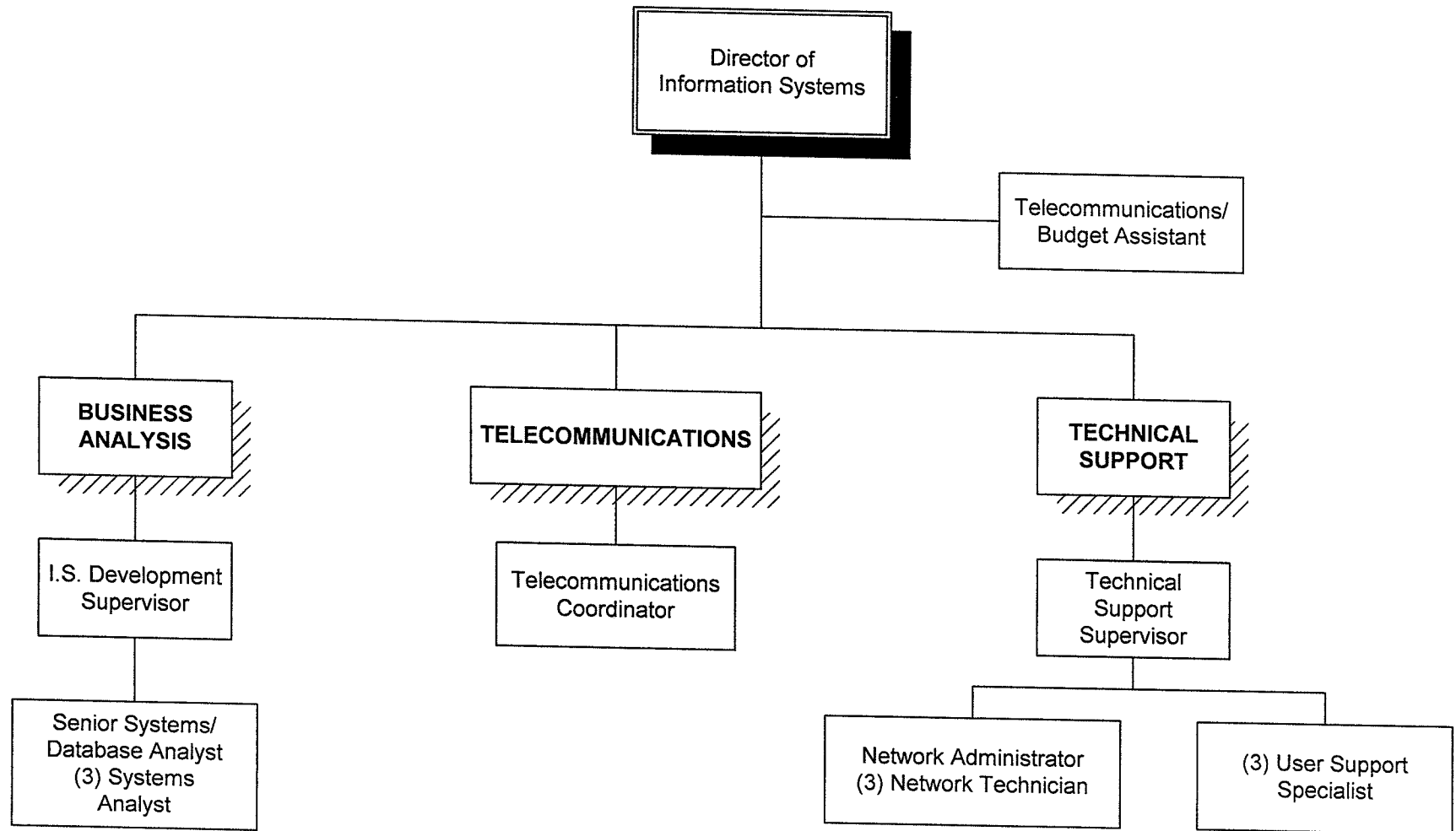
**PUBLIC SAFETY** Maintain and support the Public Safety Systems within Winnebago County.

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

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

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

# INFORMATION SYSTEMS



# **INFORMATION SYSTEMS**

**Cost Center: 100-022    Fund: General Fund  
2012 BUDGET NARRATIVE**

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

**TELEPHONE: 232-3491**

## **2011 ACCOMPLISHMENTS:**

1. Assisted additional departments relocating to 112 Otter St in moving their voice and data equipment.
2. Assisted in the District Attorney's Office relocation and other departments within the Orrin King building.
3. Continued participation in the FoxComm Consortium activities – both Fiscal Advisory Board and User Technical Committee.
4. Participate and contribute to the decision process for a regional 911 Communications Center.
5. Added two wireless areas for the Sheriff's patrol to utilize for network connectivity.
6. Continued to research the best return possible for retired equipment via the Public Surplus or other venues for resale/recycle.
7. Changed the County's telephone service provider to gain a significant savings.
8. Participate and contribute to the decision process of moving the Treasurer and Property Tax Lister departments off antiquated equipment/software.
9. Participate and contribute in the Sheriff's Office radio project.
10. Build a separate public Internet infrastructure to further protect the network resources required by employees.
11. Replace as many PCs with WYSE terminals for greater return on investment and less cost of ownership.
12. Implement email and mobile device encryption to comply with mandates and protect Winnebago County data.
13. Implemented additional file storage requested by our customer departments.
14. Wrote several in-house applications to automate tasks for our customer departments.
15. Participated in training to assist the Facilities Department with their new software package.

16. Completed a large conversion of Arbitrator software used by the Sheriff's Office. This upgrade will also allow the software to be used in areas outside the patrol cars.
17. Worked with Child Support to utilize our existing imaging system versus implementing a new system.

**2012 GOALS & OBJECTIVES:**

1. Complete the HR side of the new MUNIS software package.
2. Redesign the Winnebago County Intranet.
3. Assist in the voice and data aspects of the Park View Health Center addition.
4. Provide on-going input and support for both the FoxComm Fiscal Advisory Board and the User Technical Committee.
5. Continue to reduce energy consumption where possible with server virtualization and consolidation.
6. Continue to offer in-house training.
7. Continue to monitor and manage all aspects of the telecommunication costs.
8. Continue to actively manage our intrusion detection and prevention for the Winnebago County network.
9. Assist Facilities to minimize the number of leased lines for door access by utilizing fiber where possible.
10. Assist Park View Health Center in alternative solutions for resident phones.

# INFORMATION SYSTEMS

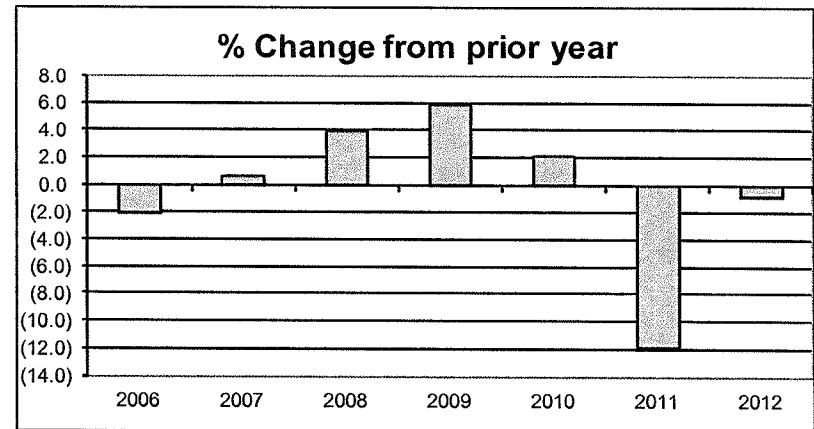
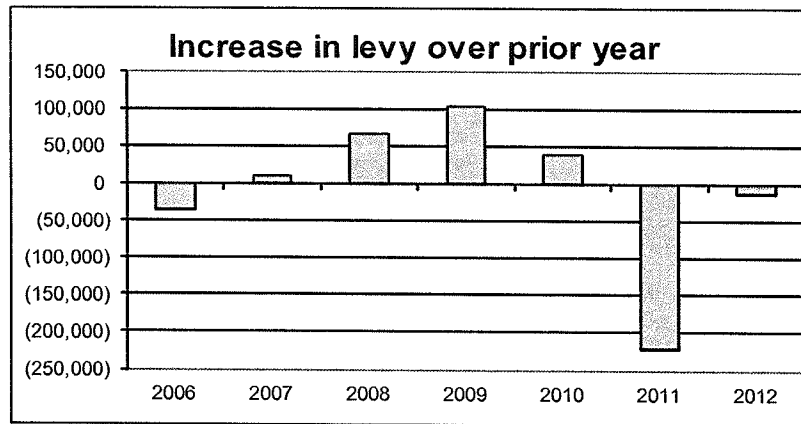
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	17	17	17	17	17	16	16	16	16	16
Part Time	1	1	1	1	0	0	0	0	0	0
Total	18	18	18	18	17	16	16	16	16	16

There are no changes in the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$1,632,812, a decrease of \$12,684 or 0.8% under 2011.



**TECHNOLOGY REPLACEMENT FUND:**

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



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Information Systems

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 1,645,496	
<b>Revenue Changes - impact on levy:</b>		
<b>Expense Changes - impact on levy:</b>		
Fringes	(56,081)	Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Capital outlay	22,000	Purchase of a replacement van.
Data processing	32,458	In 2012 there are two new maintenance contracts totalling \$19,000. Also there are more end users accessing data electronically resulting in additional maintenance costs per user.
Other small changes	(11,061)	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 1,632,812	

**Winnebago County**  
**Budget Detail - 2012**  
**Information Systems**  
100 - 022

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Forms, Copies, Etc.	0	0	17	0	0	0	0	NA
Offset Revenue	5	0	0	0	0	0	0	NA
<b>Public Services</b>	<b>5</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Cost Share - Municipalities	53,769	51,185	54,287	0	0	0	0	NA
<b>Intergovernmental Services</b>	<b>53,769</b>	<b>51,185</b>	<b>54,287</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
D.P. Services	10,750	10,752	15,000	15,000	17,000	17,000	17,000	13.3%
<b>Interfund Revenues</b>	<b>10,750</b>	<b>10,752</b>	<b>15,000</b>	<b>15,000</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	<b>13.3%</b>
Other Miscellaneous Revenues	50	0	0	0	0	0	0	NA
Cost Sharing Allocations	9,778	11,730	13,082	12,500	15,000	15,000	15,000	20.0%
<b>Miscellaneous Revenues</b>	<b>9,828</b>	<b>11,730</b>	<b>13,082</b>	<b>12,500</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>20.0%</b>
<b>TOTAL REVENUES</b>	<b>74,353</b>	<b>73,666</b>	<b>82,386</b>	<b>27,500</b>	<b>32,000</b>	<b>32,000</b>	<b>32,000</b>	<b>16.4%</b>
Regular Pay	934,944	942,351	915,381	935,714	928,118	928,118	928,118	-0.8%
Overtime	4,401	686	37	4,034	3,997	3,997	3,997	-0.9%
<b>Wages</b>	<b>939,346</b>	<b>943,037</b>	<b>915,418</b>	<b>939,748</b>	<b>932,115</b>	<b>932,115</b>	<b>932,115</b>	<b>-0.8%</b>
Fringe Benefits	449,995	457,254	440,618	454,302	398,221	398,221	398,221	-12.3%
<b>Fringes</b>	<b>449,995</b>	<b>457,254</b>	<b>440,618</b>	<b>454,302</b>	<b>398,221</b>	<b>398,221</b>	<b>398,221</b>	<b>-12.3%</b>
<b>Total Labor Costs</b>	<b>1,389,341</b>	<b>1,400,291</b>	<b>1,356,036</b>	<b>1,394,050</b>	<b>1,330,336</b>	<b>1,330,336</b>	<b>1,330,336</b>	<b>-4.6%</b>
Registration & Tuition	14,700	11,243	4,390	15,000	15,000	12,000	12,000	-20.0%
Automobile Allowance	1,501	832	887	1,600	1,600	1,100	1,100	-31.3%
Meals	137	0	0	300	300	200	200	-33.3%
Lodging	1,705	573	460	1,200	1,200	800	800	-33.3%
Other Travel Exp	9	8	0	100	100	100	100	0.0%
Taxable Meals	0	12	19	300	300	300	300	0.0%
<b>Travel</b>	<b>18,052</b>	<b>12,669</b>	<b>5,757</b>	<b>18,500</b>	<b>18,500</b>	<b>14,500</b>	<b>14,500</b>	<b>-21.6%</b>
Other Equipment	9,156	47,002	22,882	0	0	10,000	22,000	NA
<b>Capital</b>	<b>9,156</b>	<b>47,002</b>	<b>22,882</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>22,000</b>	<b>NA</b>

**Winnebago County**  
**Budget Detail - 2012**  
**Information Systems**  
100 - 022

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Office Expenses								
Office Supplies	946	809	242	1,100	1,100	1,100	1,100	0.0%
Printing Supplies	183	239	180	250	250	250	250	0.0%
Postage and Box Rent	261	242	220	300	300	300	300	0.0%
Computer Supplies	2,867	1,545	2,056	1,700	1,700	1,700	1,700	0.0%
Computer Software	12,005	12,107	24,136	38,500	38,574	38,574	38,574	0.2%
Subscriptions	3,075	50	50	1,000	1,000	700	700	-30.0%
Publish Legal Notices	0	54	0	0	0	0	0	NA
Operating Expenses								
Telephone	27,368	36,227	35,005	49,000	50,000	50,000	50,000	2.0%
Telephone Supplies	2,273	1,000	2,568	1,800	1,800	1,800	1,800	0.0%
Telephone Comm Lines	1,956	2,016	967	0	0	0	0	NA
Small Equipment	3,891	9,596	7,236	10,800	15,600	15,600	15,600	44.4%
Maintenance Supplies								
Motor Fuel	81	0	0	0	0	0	0	NA
Contractual Services								
Equipment Repairs	31,762	39,403	20,691	45,225	46,350	43,350	43,350	-4.1%
Data Processing	263,717	253,287	341,085	119,510	151,968	151,968	151,968	27.2%
Professional Service	42,312	11,938	13,076	15,000	15,000	15,000	15,000	0.0%
Other Sundry & Fixed Charges								
Loss on Disposition of Assets	0	1,611	215	1,000	1,200	1,200	1,200	20.0%
Interfund Expenses								
Print & Duplicate	662	736	1,291	650	650	650	650	0.0%
Postage and Box Rent	69	36	63	100	100	100	100	0.0%
Motor Fuel	795	671	591	1,000	1,000	800	800	-20.0%
Vehicle Repairs	0	0	0	500	1,000	1,000	1,000	100.0%
Equipment Repairs	(34,685)	(36,930)	(34,914)	(35,079)	(35,409)	(35,409)	(35,409)	0.9%
Prop. & Liab. Insurance	6,228	8,227	8,292	8,090	9,293	9,293	9,293	14.9%
Other Operating Expenses	365,766	342,865	423,049	260,446	301,476	297,976	297,976	14.4%
<b>TOTAL EXPENSES</b>	<b>1,782,314</b>	<b>1,802,826</b>	<b>1,807,724</b>	<b>1,672,996</b>	<b>1,650,312</b>	<b>1,652,812</b>	<b>1,664,812</b>	<b>-0.5%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>1,707,962</b>	<b>1,729,160</b>	<b>1,725,337</b>	<b>1,645,496</b>	<b>1,618,312</b>	<b>1,620,812</b>	<b>1,632,812</b>	<b>-0.8%</b>

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

<u>Department</u>	<u>Description</u>	<u>Quant</u>	<u>Special Equip (Note)</u>	<u>Other</u>	<u>Capital Outlay</u>
Information Systems	Van	1		22,000	22,000

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

**Winnebago County**  
**Budget Detail - 2012**  
**Technology Replacement**  
100 - 023

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Miscellaneous Revenues	0	32,285	0	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>0</b>	<b>32,285</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Transfers In	0	38,660	0	0	0	0	0	NA
<b>Other Operating Transfers</b>	<b>0</b>	<b>38,660</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>0</b>	<b>70,945</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Equipment	41,820	52,098	79,542	0	0	0	0	NA
<b>Capital</b>	<b>41,820</b>	<b>52,098</b>	<b>79,542</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Office Expenses								
Computer Software	8,966	7,594	84,462	0	0	0	0	NA
Operating Expenses								
Small Equipment	53,269	112,327	154,936	182,600	199,198	199,198	199,198	9.1%
<b>Other Operating Expenses</b>	<b>62,235</b>	<b>119,921</b>	<b>239,398</b>	<b>182,600</b>	<b>199,198</b>	<b>199,198</b>	<b>199,198</b>	<b>9.1%</b>
<b>TOTAL EXPENSES</b>	<b>104,054</b>	<b>172,019</b>	<b>318,940</b>	<b>182,600</b>	<b>199,198</b>	<b>199,198</b>	<b>199,198</b>	<b>9.1%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>104,054</b>	<b>101,074</b>	<b>318,940</b>	<b>182,600</b>	<b>199,198</b>	<b>199,198</b>	<b>199,198</b>	<b>9.1%</b>
Fund Adjustments				72,117	55,519	55,519	55,519	
<b>Net levy</b>				<b>254,717</b>	<b>254,717</b>	<b>254,717</b>	<b>254,717</b>	

# **FACILITIES MANAGEMENT**

**Department: 100-025 to 027 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:  
LOCATION:**

**Michael Elder  
Winnebago County  
1221 Knapp Street  
Oshkosh, WI 54901**

**TELEPHONE: 236-4790**

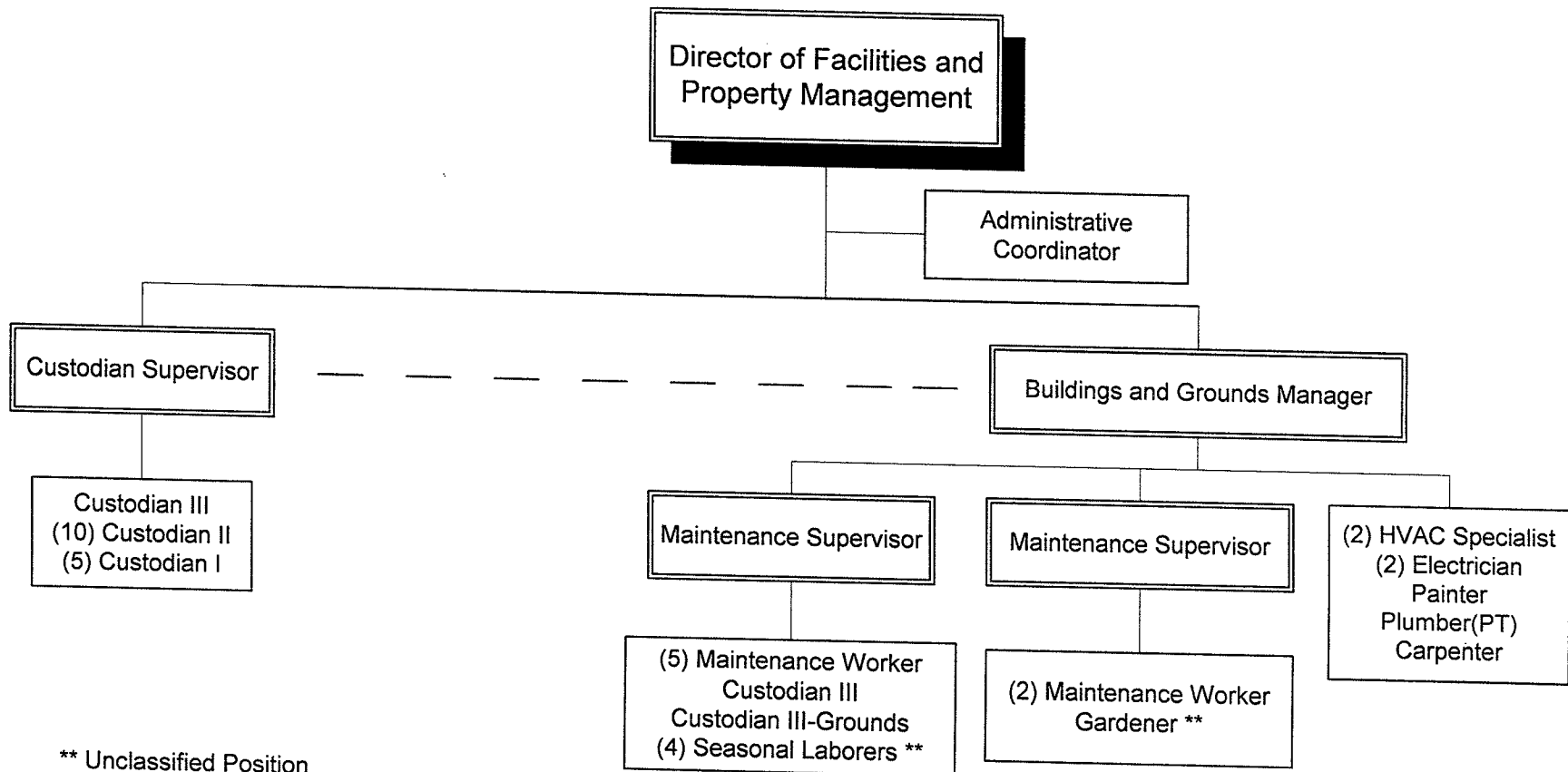
## **MISSION STATEMENT:**

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

## **PROGRAM DESCRIPTION:**

**The Winnebago County Facility Management Department services over 1,000,000 square feet of buildings and their respective grounds. Major services of the department include: climate control, space planning, energy management, preventive maintenance, mechanical/electrical repairs, light construction, housekeeping, liaison with contracted services, grounds and lots maintenance, signage, building security and lock services. These services are being monitored through a computerized facilities management program to assure control of priorities and efficient labor use. In addition to the previous services, the department provides consultation to other departments and Directors and manages major construction/renovation projects with Architects and Contractors.**

# FACILITIES AND PROPERTY MANAGEMENT



\*\* Unclassified Position

# **FACILITIES MANAGEMENT**

**Department: 100-025 to 027 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:  
LOCATION:**

**Michael Elder  
Winnebago County  
1221 Knapp Street  
Oshkosh, WI 54901**

**TELEPHONE: 236-4790**

## **2011 ACCOMPLISHMENTS:**

- 1. Replaced 15 roof top units at the Winnebago County Exposition Center**
- 2. Replaced the boiler at the Work release center**
- 3. Continued the tuck pointing at the Oshkosh Human services Building**
- 4. Replaced the roof at the Knapp Street Maintenance Facility**
- 5. Completed the first phase of the tuck pointing at the Knapp Street Maintenance Facility**
- 6. Completed the reconfiguration of the County Administration Building and relocated Finance, Purchasing, County Executive, Public Health, Human Resources and Information Systems**
- 7. Relocated the District Attorney's Office to the Orrin King Building**
- 8. Relocated the Planning and Zoning Department to the 3<sup>rd</sup> Floor of the County Administration Building**
- 9. Abated the asbestos and began the salvage and demolition of the Pleasant Acres and pavilion buildings at the old Park View site**
- 10. Implemented the FMSystems facility management software**
- 11. Completed the design and began the installation of the waste heat absorption chiller at the Jail**
- 12. Replaced the Building Automation Systems at the Jail and Neenah Human Services buildings**



**2012 GOALS & OBJECTIVES:**

- 1. Maintain County facilities, grounds and equipment to provide a safe and comfortable environment for staff and visitors**
- 2. Continue to improve facilities when practical and economically feasible, including reducing the energy consumption of the facilities**
- 3. Provide interdepartmental assistance to other departments**
- 4. Install Courthouse Security improvements**
- 5. Replace the Boiler in the Knapp Street Maintenance Facility**
- 6. Finish the tuck-pointing project at the Oshkosh Human Services Building and continue the tuck-point project at the Knapp Street Maintenance Facility**
- 7. Replace the card access system at Park View**
- 8. Install the absorption chiller at the Jail**

# FACILITIES MANAGEMENT

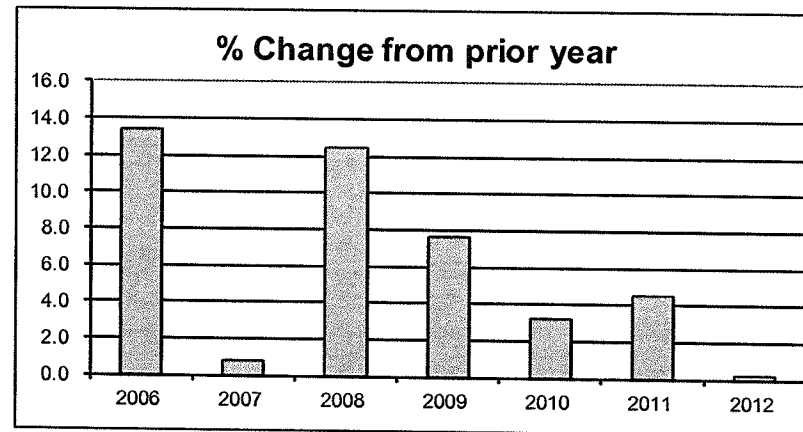
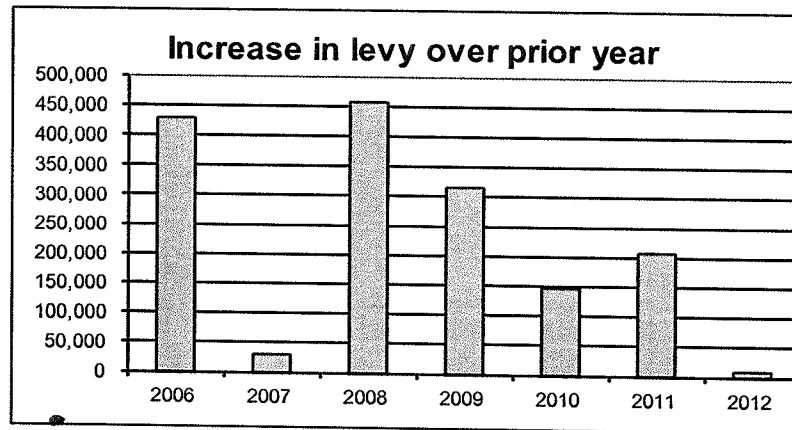
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	40	40	41	39	39	38	39	37	37	37
Part Time	0	0	0	0	0	0	0	1	1	1
Total	40	40	41	39	39	38	39	38	38	38

There were no changes to the table of organization in 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$4,807,007, an increase of \$9,312 or 0.2% over 2011.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Facilities

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 4,797,695	
<b>Revenue Changes - impact on levy:</b>		
<b>Expense Changes - impact on levy:</b>		
Labor costs	(9,290)	Decrease due to reduction of overtime
Fringes	(101,017)	Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Capital	22,200	Increase due to additional department requests
Building rental	100,000	Previously the District Attorney's budget reflected the rent for the Oshkosh Safety Building. Since the DA's offices have been moved to the Orrin King building they are no longer being charged with rent. We are committed to renting the space for at least another year. The board elected to move the rent to the Facilities Department for 2012.
Other small changes	(2,581)	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 4,807,007	

**Winnebago County**  
**Budget Detail - 2012**  
**Facilities**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Reimbursed Costs	0	0	17	0	0	0	0	NA
Intergovernmental Services	0	0	17	0	0	0	0	NA
Reimbursed Costs-Maint. Chrgs	0	0	3,996	4,000	5,000	5,000	5,000	25.0%
Interfund Revenues	0	0	3,996	4,000	5,000	5,000	5,000	25.0%
Rental - Building	58,016	65,950	64,270	55,800	62,000	62,000	62,000	11.1%
Sale of Scrap	640	442	2,015	500	1,000	1,000	1,000	100.0%
Other Miscellaneous Revenues	2,038	3,164	9,797	0	6,000	6,000	6,000	NA
Miscellaneous Revenues	60,694	69,556	76,081	56,300	69,000	69,000	69,000	22.6%
<b>TOTAL REVENUES</b>	<b>60,694</b>	<b>69,556</b>	<b>80,095</b>	<b>60,300</b>	<b>74,000</b>	<b>74,000</b>	<b>74,000</b>	<b>22.7%</b>
Regular Pay	1,307,296	1,413,376	1,525,291	1,610,255	1,613,204	1,613,204	1,613,204	0.2%
Overtime	7,109	6,599	7,679	18,990	9,700	9,700	9,700	-48.9%
Wages	1,314,405	1,419,975	1,532,970	1,629,245	1,622,904	1,622,904	1,622,904	-0.4%
Fringe Benefits	642,480	744,581	809,897	881,709	780,692	780,692	780,692	-11.5%
Unemployment Comp	8,841	111	3,336	0	0	0	0	NA
Fringes	651,320	744,691	813,233	881,709	780,692	780,692	780,692	-11.5%
<b>Total Labor Costs</b>	<b>1,965,725</b>	<b>2,164,666</b>	<b>2,346,203</b>	<b>2,510,954</b>	<b>2,403,596</b>	<b>2,403,596</b>	<b>2,403,596</b>	<b>-4.3%</b>
Registration & Tuition	995	43	226	1,000	1,000	1,000	1,000	0.0%
Automobile Allowance	226	0	0	0	0	0	0	NA
Meals	50	0	0	0	0	0	0	NA
Lodging	350	0	0	0	0	0	0	NA
Travel	1,621	43	226	1,000	1,000	1,000	1,000	0.0%
Other Improvements	0	210,601	75,262	220,000	225,200	235,200	235,200	6.9%
Other Equipment	0	51,711	32,480	23,000	30,000	30,000	30,000	30.4%
Capital	0	262,312	107,742	243,000	255,200	265,200	265,200	9.1%
Office Expenses								
Office Supplies	1,411	982	1,319	975	975	975	975	0.0%

**Winnebago County  
Budget Detail - 2012  
Facilities  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Printing Supplies	489	615	281	500	500	500	500	0.0%
Print & Duplicate	125	123	0	100	100	100	100	0.0%
Postage and Box Rent	38	82	36	80	80	80	80	0.0%
Computer Software	1,525	1,617	2,907	4,500	4,800	4,800	4,800	6.7%
Advertising	500	0	0	0	50	50	50	NA
Subscriptions	0	35	35	0	0	0	0	NA
Membership Dues	150	150	150	150	150	150	150	0.0%
Operating Expenses								
Telephone	17,265	16,671	18,432	15,000	15,000	15,000	15,000	0.0%
Household Supplies	51,240	54,124	59,512	55,000	60,000	60,000	60,000	9.1%
Small Equipment	1,759	16,550	12,029	5,000	5,000	5,000	5,000	0.0%
Shop Supplies	308	1,745	1,970	2,000	1,000	1,000	1,000	-50.0%
Medical Supplies	145	97	48	100	0	0	0	0.0%
Repairs & Maintenance								
Maintenance - Buildings	66,323	68,438	211,267	119,000	114,000	114,000	114,000	-4.2%
Maintenance - Grounds	256	143	3	500	500	500	500	0.0%
Maintenance - Equipment	60,904	70,792	80,219	111,000	101,400	101,400	101,400	-8.6%
Maintenance-Vehicles	0	76	0	100	100	100	100	0.0%
Utilities								
Heat	516,388	457,493	492,811	654,000	676,000	651,000	651,000	-0.5%
Power and Light	626,138	581,883	661,942	632,000	647,000	647,000	647,000	2.4%
Water and Sewer	150,607	161,645	154,084	165,000	159,700	159,700	159,700	-3.2%
Contractual Services								
Snow Removal	4,234	16,348	20,638	35,000	35,000	30,000	30,000	-14.3%
Vehicle Repairs	1,628	3,902	3,321	3,000	3,000	3,000	3,000	0.0%
Equipment Repairs	91,697	114,999	70,177	75,000	75,000	75,000	75,000	0.0%
Grounds Maintenance	27,180	10,969	6,637	20,000	24,600	24,600	24,600	23.0%
Building Repairs	31,987	6,000	13,852	20,000	20,000	20,000	20,000	0.0%
Professional Service	20,323	39,808	1,754	20,000	20,000	25,000	25,000	25.0%
Janitorial Services	3,461	945	1,690	500	1,000	1,000	1,000	100.0%
Rental Expenses								
Building Rental	0	0	0	0	0	0	100,000	NA
Equipment Rental	0	343	487	500	500	500	500	0.0%
Insurance								
Operating Licenses & Fees	1,575	3,027	4,444	4,500	4,500	4,500	4,500	0.0%
Interfund Expenses								
Print & Duplicate	1,607	2,264	2,263	1,600	1,600	1,600	1,600	0.0%
Postage and Box Rent	233	124	152	200	200	200	200	0.0%

**Winnebago County  
Budget Detail - 2012  
Facilities  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Motor Fuel	32,286	24,199	28,413	25,000	26,000	26,000	26,000	4.0%
Refuse Collection	8,514	9,476	10,630	16,524	17,000	17,000	17,000	2.9%
Medical and Dental	48	0	0	0	0	0	0	NA
Snow Removal	78,163	59,398	43,213	50,000	50,000	50,000	50,000	0.0%
Vehicle Repairs	5,711	12,358	10,340	7,500	7,000	7,000	7,000	-6.7%
Equipment Repairs	1,089	1,122	1,056	1,122	1,122	1,122	1,122	0.0%
Grounds Maintenance	0	3,978	13	0	0	0	0	NA
Prop. & Liab. Insurance	47,148	50,024	48,900	57,590	63,334	63,334	63,334	10.0%
Other Operating Expenses	1,852,455	1,792,547	1,965,025	2,103,041	2,136,211	2,111,211	2,211,211	5.1%
<b>TOTAL EXPENSES</b>	<b>3,819,801</b>	<b>4,219,568</b>	<b>4,419,196</b>	<b>4,857,995</b>	<b>4,796,007</b>	<b>4,781,007</b>	<b>4,881,007</b>	<b>0.5%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>3,759,106</b>	<b>4,150,012</b>	<b>4,339,102</b>	<b>4,797,695</b>	<b>4,722,007</b>	<b>4,707,007</b>	<b>4,807,007</b>	<b>0.2%</b>

**FACILITIES MANAGEMENT  
PROGRAM BUDGETS**

								TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
Other County Facilities	025	2,403,596	1,000	211,500	2,153,211	4,769,307		4,769,307	4,766,995	4,523,866	0.0	5.4
Revenues	025						74,000	(74,000)	(60,300)	(56,325)	22.7	7.1
Safety Building Maintenance	026	-	-	-	12,000	12,000		12,000	11,000	21,050	9.1	(47.7)
Revenues	026						-	-	-	-	N/A	N/A
Facility Improvements	027	-	-	53,700	46,000	99,700		99,700	80,000	105,600	24.6	(24.2)
Revenues	027						-	-	-	(4,000)	#DIV/0!	N/A
Grand Totals		2,403,596	1,000	265,200	2,211,211	4,881,007	74,000	4,807,007	4,797,695	4,590,191	0.2	4.5

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

Department	Description	Quant	Special Equip (Note)	Other	Capital Outlay
Facilities & Property Management -	Install security ceiling - Jail storage room and kitchen	1		8,700	8,700
	Install carpeting - Jail	1		5,000	5,000
	Assistive listening device - Coughlin meeting rooms A&B	1		20,000	20,000
	Replace door to locked unit - PVHC	1		20,000	20,000
	Install water and electric - PVHC garden areas	1		10,000	10,000
	Tuckpoint - Oshkosh Human Services (phased project)	1		51,500	51,500
	Replace boilers - Facilities	1		70,000	70,000
	Replace wheelchair lift - Courthouse	1		30,000	30,000
	Asbestos floor tile abatement in admin tunnel	1		9,000	9,000
	Replace boilers - Laundry	1		11,000	11,000
	Truck	1		23,000	23,000
	Used fork lift	1		7,000	7,000
		12	-	265,200	265,200

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR



## SUMMARY BY DIVISION

	<u>Expenses</u>	<u>Revenues</u>	<u>Adjustments</u>	<u>Levy</u>
<b>PUBLIC SAFETY</b>				
District Attorney	\$ 1,176,770	\$ 189,145	\$ -	\$ 987,625
Clerk of Courts & Courts	4,064,405	2,032,246	-	2,032,159
Sheriff	20,285,494	2,669,382	-	17,616,112
Jail Improvements	181,800	181,800	-	-
Coroner	357,229	135,300	-	221,929
Emergency Management	325,896	135,084	-	190,812
	<u>\$ 26,391,594</u>	<u>\$ 5,342,957</u>	<u>\$ -</u>	<u>\$ 21,048,637</u>

# **DISTRICT ATTORNEY**

**Department: 100-101 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Christian Gossett  
**LOCATION:** Winnebago County  
Beach Building  
240 Algoma Street  
Oshkosh, WI 54901

**TELEPHONE: 236-4977**

## **MISSION STATEMENT:**

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

To accomplish this mission we hereby resolve that:

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

**PROGRAM DESCRIPTION:**

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

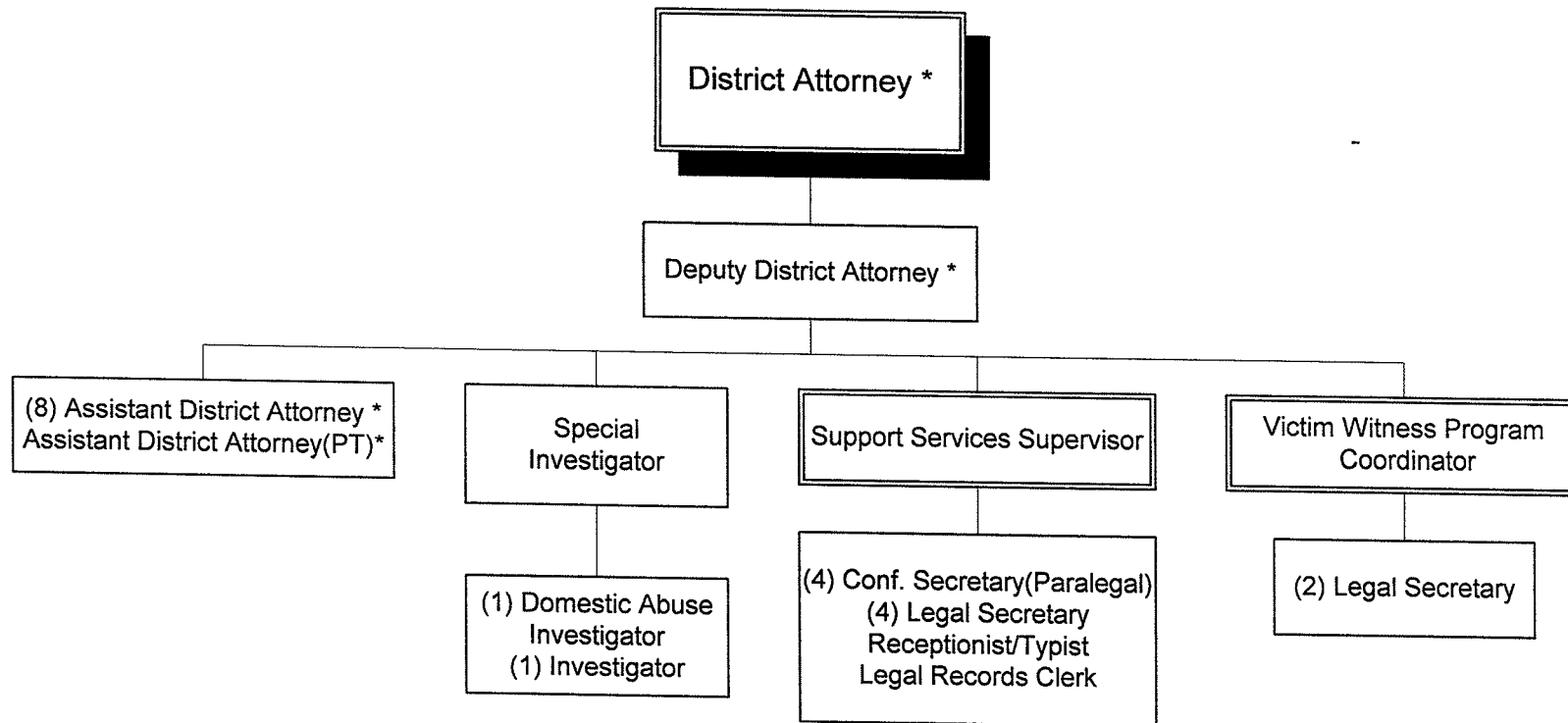
**INVESTIGATION:** One in-house investigator working on a variety of investigative tasks to better facilitate the preparation and processing of cases for prosecution. Two in-house investigators. One working as part of a Domestic Abuse Team and one as a Sensitive Crimes Team Member.

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

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

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

# DISTRICT ATTORNEY



\* State Employee

# **DISTRICT ATTORNEY**

**Department: 100-101    Fund: General Fund**  
**2012 BUDGET NARRATIVE**

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

**TELEPHONE: 236-4977**

## **2011 ACCOMPLISHMENTS:**

- 1. Move the District Attorney's Office to the Orin King Building**
- 2. Creation of Specialized Domestic Abuse and Sensitive Crimes Prosecutorial Teams**
- 3. Expansion of the Domestic Abuse Diversion Program to 200 participants.**
- 4. Expansion of Drug Diversion Program to 200 participants**
- 5. Update current District Attorney website to reflect personnel and program changes and additions**

## **2012 GOALS AND OBJECTIVES:**

- 1. Explore alternative/diversion programs aimed at reducing jail population**
- 2. Establish a secure FTP site for digital discovery documents to be sent for State Public Defenders**
- 3. Implement paperless files for certain Criminal Traffic offenses**
- 4. Wire Courthouse for paperless files**
- 5. Expand 24/7 Program**
- 6. Find ways to make MDDP self sufficient**

# DISTRICT ATTORNEY

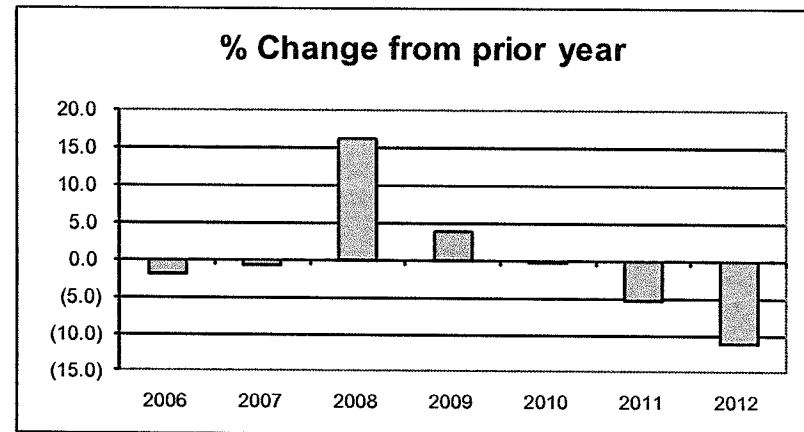
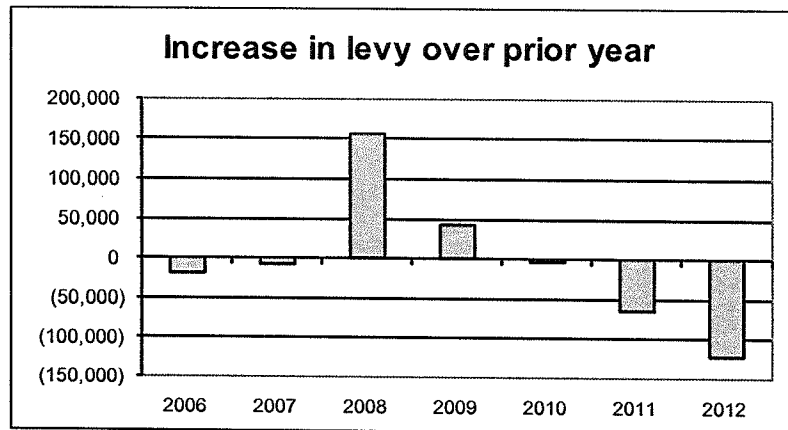
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	14	14	14	13	14	16	16	16	17	17
Part Time	0	0	0	0	0	0	1	1	0	0
Total	14	14	14	13	14	16	17	17	17	17

There were no changes to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$987,625, a decrease of \$123,720 or 11.1% under 2011.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - District Attorney

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 1,111,345	
<b>Revenue Changes - impact on levy:</b>		
Victim/witness	10,000	Reductions in State funding due to Wisconsin Act 10 (budget repair bill).
Public services	(20,000)	Increase due to state reimbursements cuts resulting in the costs being shifted to the public
<b>Expense Changes - impact on levy:</b>		
Wages	(14,848)	The reduction in wages is due to staff turnover. New employees are coming in at lower steps on the pay scale than those leaving.
Fringe benefits	(9,560)	Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Capital	(18,108)	Decrease due to one time purchase of a vehicle in 2011
Small equipment	10,357	Additional small equipment purchases for new office environment
Power & lights	(7,500)	Decrease due to the District Attorney's office now being located on County premises
Building rental	(73,710)	Decrease due to the District Attorney's office now being located on County premises
Other small changes	(351)	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 987,625	

**Winnebago County  
Budget Detail - 2012  
District Attorney  
100 - 101**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Victim/Witness	88,110	86,425	93,621	75,000	65,000	65,000	65,000	-13.3%
Grants	600	1,200	19,772	79,645	79,645	79,645	79,645	0.0%
<b>Intergovernmental</b>	<b>88,710</b>	<b>87,625</b>	<b>113,393</b>	<b>154,645</b>	<b>144,645</b>	<b>144,645</b>	<b>144,645</b>	<b>-6.5%</b>
Victim Witness Surcharge	9,129	12,613	11,765	7,500	7,000	7,000	7,000	-6.7%
<b>Licenses &amp; Permits</b>	<b>9,129</b>	<b>12,613</b>	<b>11,765</b>	<b>7,500</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>-6.7%</b>
Drug Seizures	2,470	8,170	4,370	7,500	7,500	7,500	7,500	0.0%
<b>Fines &amp; Fortetures</b>	<b>2,470</b>	<b>8,170</b>	<b>4,370</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>0.0%</b>
Fees And Costs	0	0	14,975	0	15,000	15,000	15,000	NA
Forms, Copies, Etc.	25,500	28,428	25,467	10,000	10,000	15,000	15,000	50.0%
<b>Public Services</b>	<b>25,500</b>	<b>28,428</b>	<b>40,442</b>	<b>10,000</b>	<b>25,000</b>	<b>30,000</b>	<b>30,000</b>	<b>200.0%</b>
Fees and Costs	0	570	0	0	0	0	0	NA
<b>Interfund Revenues</b>	<b>0</b>	<b>570</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>125,809</b>	<b>137,406</b>	<b>169,969</b>	<b>179,645</b>	<b>184,145</b>	<b>189,145</b>	<b>189,145</b>	<b>5.3%</b>
Regular Pay	603,053	647,520	646,011	704,239	683,940	683,940	683,940	-2.9%
Overtime	6,008	2,190	1,679	1,500	951	951	951	-36.6%
Witness Expense	5,584	5,243	5,201	4,000	10,000	10,000	10,000	150.0%
<b>Wages</b>	<b>614,645</b>	<b>654,954</b>	<b>652,891</b>	<b>709,739</b>	<b>694,891</b>	<b>694,891</b>	<b>694,891</b>	<b>-2.1%</b>
Fringe Benefits	259,339	283,040	308,195	340,217	327,503	330,657	330,657	-2.8%
Unemployment Comp	0	0	2,475	0	0	0	0	NA
<b>Fringes</b>	<b>259,339</b>	<b>283,040</b>	<b>310,670</b>	<b>340,217</b>	<b>327,503</b>	<b>330,657</b>	<b>330,657</b>	<b>-2.8%</b>
<b>Total Labor Costs</b>	<b>873,984</b>	<b>937,993</b>	<b>963,562</b>	<b>1,049,956</b>	<b>1,022,394</b>	<b>1,025,548</b>	<b>1,025,548</b>	<b>-2.3%</b>
Registration & Tuition	1,858	2,063	1,570	2,400	2,400	2,400	2,400	0.0%
Automobile Allowance	3,291	2,575	1,864	1,000	1,000	1,000	1,000	0.0%
Commercial Travel	271	0	0	0	0	0	0	NA
Meals	152	638	347	500	500	500	500	0.0%
Lodging	1,935	1,130	1,301	1,200	1,200	1,200	1,200	0.0%



**Winnebago County  
Budget Detail - 2012  
District Attorney**

100 - 101

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Travel Exp	112	0	13	400	400	400	400	0.0%
Taxable Meals	37	24	86	0	0	0	0	NA
<b>Travel</b>	<b>7,655</b>	<b>6,430</b>	<b>5,181</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>	<b>0.0%</b>
Other Equipment	0	0	16,753	18,108	0	0	0	0.0%
<b>Capital</b>	<b>0</b>	<b>0</b>	<b>16,753</b>	<b>18,108</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Office Expenses								
Office Supplies	13,029	10,712	12,275	15,000	15,000	15,000	15,000	0.0%
Stationery and Forms	1,065	943	1,033	1,500	1,300	1,300	1,300	-13.3%
Printing Supplies	5,798	4,384	4,855	0	0	0	0	NA
Postage and Box Rent	16	15	286	0	0	0	0	NA
Computer Supplies	74	0	0	0	0	0	0	NA
Computer Software	0	(4)	36	1,000	200	200	200	-80.0%
Membership Dues	10	4,525	4,271	4,000	4,500	4,500	4,500	12.5%
Operating Expenses								
Telephone	10,765	9,398	13,317	9,500	12,000	12,000	12,000	26.3%
Telephone Comm Lines	0	0	98	250	0	0	0	0.0%
Food	55	94	165	100	100	100	100	0.0%
Small Equipment	10,580	2,190	7,097	2,900	13,257	13,257	13,257	357.1%
Medical Supplies	0	0	0	0	68	68	68	NA
Legal Fees	9,457	4,044	5,770	5,000	5,000	5,000	5,000	0.0%
Tax Deed Expense	0	0	8	0	0	0	0	NA
Investigation Expense	16,749	9,422	14,211	6,500	7,000	7,000	7,000	7.7%
Repairs & Maintenance								
Sign Parts & Supplies	0	55	0	0	0	0	0	NA
Maintenance Supplies								
Motor Fuel	1,523	22	0	0	0	0	0	NA
Utilities								
Power and Light	14,765	14,954	11,860	7,500	0	0	0	0.0%
Contractual Services								
Legal Services	120	0	40	100	100	100	100	0.0%
Vehicle Repairs	1,357	1,297	708	500	500	500	500	0.0%
Equipment Repairs	785	410	390	400	350	350	350	-12.5%
Transcription Services	6,175	3,070	4,807	4,000	4,000	4,000	4,000	0.0%
Professional Service	0	0	5,737	26,929	26,929	26,929	26,929	0.0%

**Winnebago County  
Budget Detail - 2012  
District Attorney**

100 - 101

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Building Rental	22,733	0	18,204	15,600	14,000	14,000	14,000	-10.3%
Rental Expenses								
Building Rental	116,781	120,079	129,906	73,710	0	0	0	0.0%
Other Sundry & Fixed Charges								
Other Miscellaneous	18	0	0	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	18,191	17,129	18,024	17,000	17,000	17,000	17,000	0.0%
Postage and Box Rent	12,987	10,100	10,570	15,000	15,000	12,000	12,000	-20.0%
Investigation Expense	0	0	125	0	0	0	0	NA
Motor Fuel	2,669	3,271	4,446	4,000	5,500	5,500	5,500	37.5%
Medical and Dental	0	0	26,359	0	0	0	0	NA
Equipment Repairs	198	264	264	500	500	500	500	0.0%
Prop. & Liab. Insurance	2,736	5,575	5,592	6,437	6,418	6,418	6,418	-0.3%
Other Operating Expenses	<u>268,636</u>	<u>221,950</u>	<u>300,455</u>	<u>217,426</u>	<u>148,722</u>	<u>145,722</u>	<u>145,722</u>	<u>-33.0%</u>
<b>TOTAL EXPENSES</b>	<u>1,150,275</u>	<u>1,166,373</u>	<u>1,285,950</u>	<u>1,290,990</u>	<u>1,176,616</u>	<u>1,176,770</u>	<u>1,176,770</u>	<u>-8.8%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>1,024,466</u>	<u>1,028,968</u>	<u>1,115,981</u>	<u>1,111,345</u>	<u>992,471</u>	<u>987,625</u>	<u>987,625</u>	<u>-11.1%</u>

# CLERK OF COURTS & COURTS

Department: 100-130 to 149 Fund: General Fund  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD:  
LOCATION:

Diane M. Fremgen  
Winnebago County  
415 Jackson Street  
Oshkosh, WI 54901

TELEPHONE: 236-4849

## MISSION STATEMENT:

The mission of the Clerk of Courts and Court System is that of providing for the efficient dispensation of justice in all legal matters brought before the courts.

## PROGRAM DESCRIPTION:

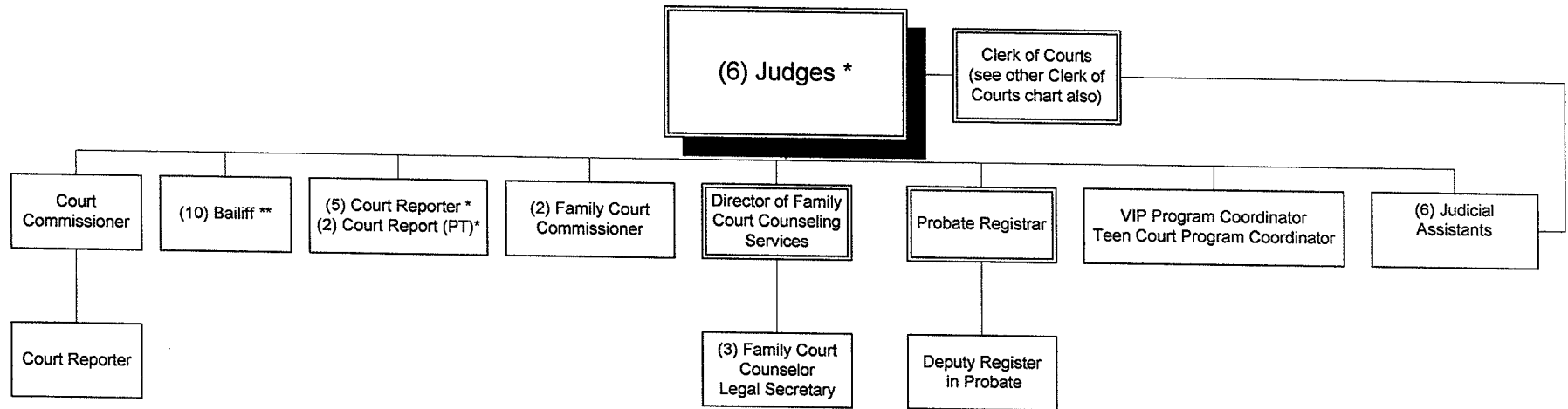
**CLERK OF COURTS:** Renders support to the judiciary through the recording and indexing of all official court records, providing clerical and filing services to the Courts, receiving and disbursing payments on filing fees, fines, forfeitures, restitution and attorney fee reimbursement, maintaining the jury pool, exhibits and court calendars.

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

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

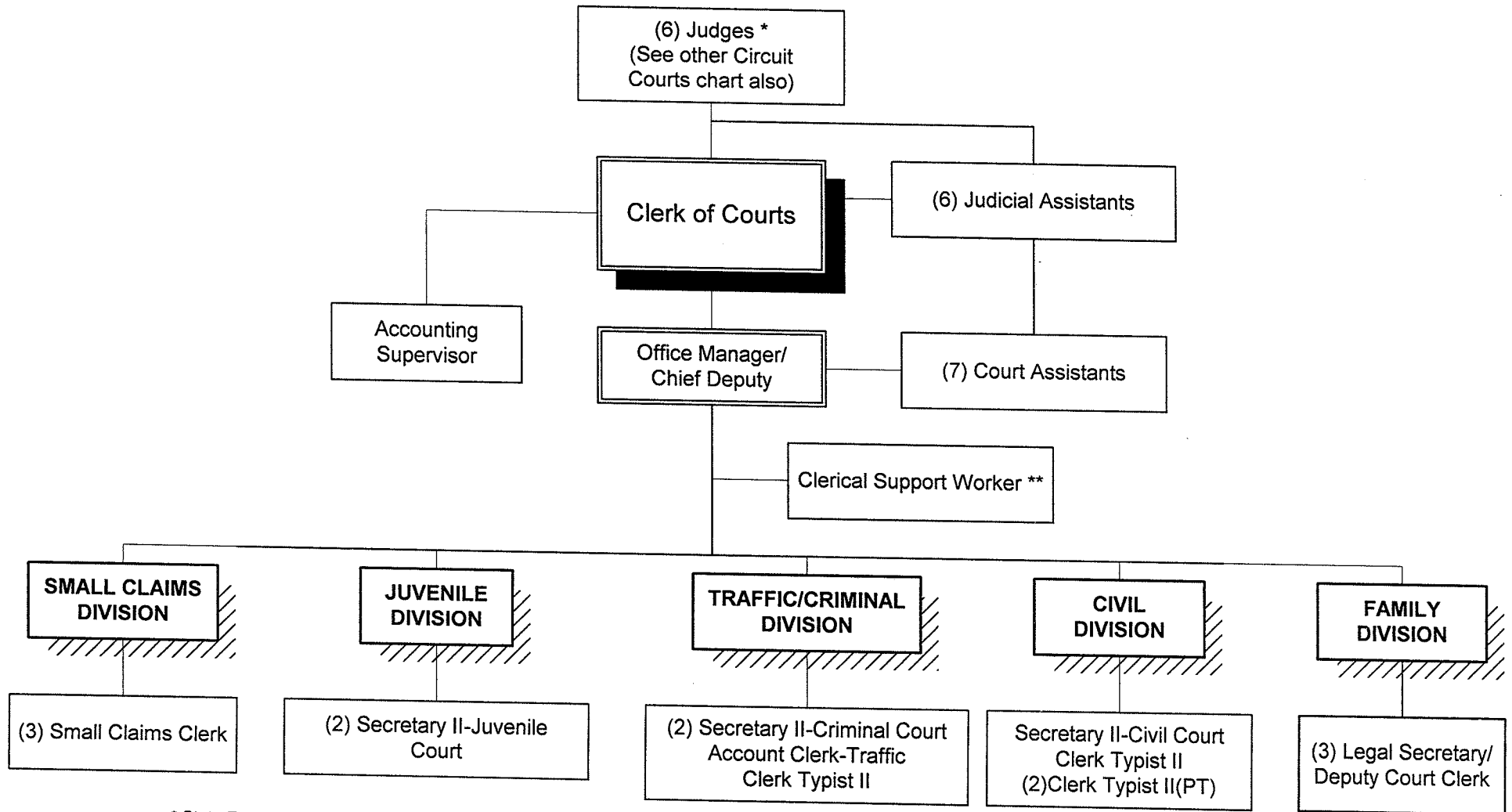
**COURTS:** Provide for the dispensation of justice in all legal matters brought before them.

# CIRCUIT COURTS



\* State Employee  
 \*\* Unclassified Employee

# CLERK OF COURTS



\* State Employee  
\*\* Unclassified Employee

# **CLERK OF COURTS & COURTS**

**Department: 100-130 to 149 Fund: General Fund  
2012 BUDGET NARRATIVE**

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

**TELEPHONE:** 236-4849

## **2011 ACCOMPLISHMENTS:**

1. Market e-filing to increase use among court users.
2. Implement bulk imaging to increase security of court records and decrease long term storage costs.
3. Increase collection efforts for ALL unpaid court costs, fines and forfeitures regardless of the age of the receivable in order to ensure compliance by defendants and increase revenue for the State and the County.

## **2012 GOALS & OBJECTIVES:**

1. Continue to review and modify collection efforts for efficiency and timeliness of payment for ALL court costs, fines and forfeitures.
2. Complete and begin implementation of a long range plan for security and space needs for the Courts and court related offices; with the objective to become more user friendly for constituents and increase efficiency for court staff.
3. Continue to meet regularly with court staff and business partners to develop procedures that maintain our current high standard for court processing and customer service as caseloads increase and funding decreases.

# CLERK OF COURTS AND COURTS

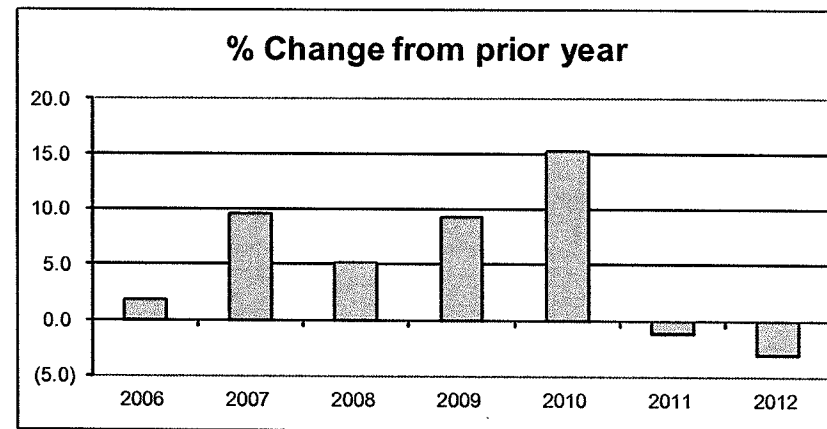
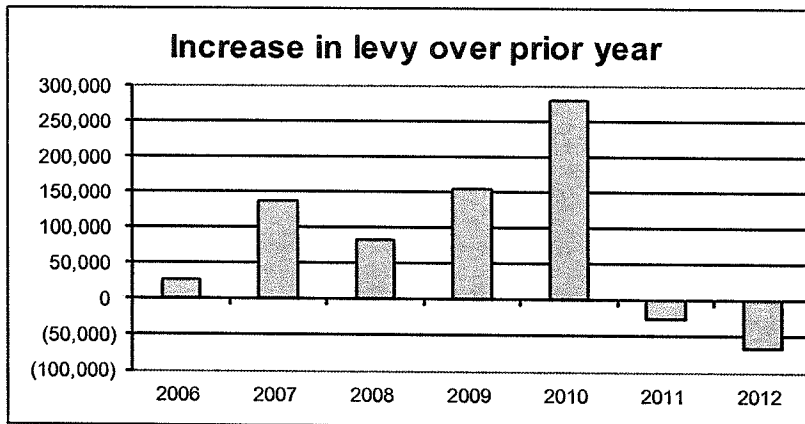
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	42	42	41	41	41	42	42	43	43	43
Part Time	3	3	3	3	2	2	2	2	2	2
Total	45	45	44	44	43	44	44	45	45	45

There are no changes to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$2,032,159, a decrease of \$65,333 or 3.1% under 2011.



# SIGNIFICANT CHANGES FROM 2011 ADOPTED - Clerk of Courts

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 2,097,492	
<b>Revenue Changes - impact on levy:</b>		
Grants	73,312	Decreased due to State budget cuts
Fees and costs	40,000	Decreased to better reflect history. In 2010 there were \$450,690 reported in revenue and in 2009 there were \$489,207
Legal fees reimbursed	45,000	Decreased due to decrease in anticipated appointments per State law.
Permits & fines	30,000	Decreased to better reflect history. In 2010 there were \$464,152 reported in revenues and in 2009 there were \$480,399
<b>Expense Changes - impact on levy:</b>		
Wages	(55,161)	Decrease due to change over in senior staff and new employees are at a lower pay level. (\$37,223) Also there has been a decrease in the number of jury trials resulting in a reduction of jury expenses. (\$16,000)
Fringe benefits	(126,220)	Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Legal services	(56,850)	Decrease due to eligibility changes for public defender and a reduction in the number of appointments
Small equipment	(15,055)	Decrease due to one time purchases of office equipment in 2011.
Other small changes	(359)	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 2,032,159	



**Winnebago County**  
**Budget Detail - 2012**  
**Clerk of Courts and Courts**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	635,837	636,405	645,914	640,458	567,146	567,146	567,146	-11.4%
Interpreter Fees	14,885	8,657	26,297	15,000	16,000	16,000	16,000	6.7%
Child Support Admin	49,021	50,441	50,739	50,000	45,000	45,000	45,000	-10.0%
<b>Intergovernmental</b>	<b>699,742</b>	<b>695,503</b>	<b>722,950</b>	<b>705,458</b>	<b>628,146</b>	<b>628,146</b>	<b>628,146</b>	<b>-11.0%</b>
Marriage Licenses	29,490	29,610	29,280	30,000	30,000	30,000	30,000	0.0%
Occupational Drivers Licenses	4,395	500	580	600	600	600	600	0.0%
<b>Licenses &amp; Permits</b>	<b>33,885</b>	<b>30,110</b>	<b>29,860</b>	<b>30,600</b>	<b>30,600</b>	<b>30,600</b>	<b>30,600</b>	<b>0.0%</b>
County Fines	190,092	202,706	185,969	200,000	190,000	190,000	190,000	-5.0%
State Fines	269,608	277,694	278,183	300,000	280,000	280,000	280,000	-6.7%
<b>Fines &amp; Fortetures</b>	<b>459,700</b>	<b>480,399</b>	<b>464,152</b>	<b>500,000</b>	<b>470,000</b>	<b>470,000</b>	<b>470,000</b>	<b>-6.0%</b>
Probate Fees	51,268	44,932	38,444	50,000	44,000	44,000	44,000	-12.0%
Fees And Costs	444,132	489,207	450,690	490,000	450,000	450,000	450,000	-8.2%
Forms, Copies, Etc.	28,668	26,334	24,909	25,000	25,000	25,000	25,000	0.0%
Support Filing/Applic.	3,550	3,290	3,439	3,500	3,500	3,500	3,500	0.0%
Family Court Counseling	14,375	15,230	15,779	15,000	15,000	15,000	15,000	0.0%
Counseling Services	45,901	50,600	67,936	50,000	45,000	45,000	45,000	-10.0%
Search & Notice Fees	1,583	1,616	2,643	2,000	2,000	2,000	2,000	0.0%
Reimbursed Costs	31	16	46	0	0	0	0	NA
Legal Fees Reimbursed	174,024	187,044	151,038	250,000	205,000	205,000	205,000	-18.0%
Client Cost Shares/Fees	37,512	32,700	32,962	35,500	32,500	32,500	32,500	-8.5%
Other Public Charges	15	0	550	0	0	0	0	NA
<b>Public Services</b>	<b>801,059</b>	<b>850,968</b>	<b>788,437</b>	<b>921,000</b>	<b>822,000</b>	<b>822,000</b>	<b>822,000</b>	<b>-10.7%</b>
Family Court Counseling	21,206	19,448	10,568	20,000	15,000	15,000	15,000	-25.0%
<b>Intergovernmental Services</b>	<b>21,206</b>	<b>19,448</b>	<b>10,568</b>	<b>20,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>-25.0%</b>
Professional Svs (Other Funds)	0	5,000	0	0	0	0	0	NA
Professional Services	0	0	5,000	0	0	0	0	NA
<b>Interfund Revenues</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Interest-Investments	53,161	47,586	61,480	55,000	65,000	65,000	65,000	18.2%
<b>Interest on Investments</b>	<b>53,161</b>	<b>47,586</b>	<b>61,480</b>	<b>55,000</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>	<b>18.2%</b>

**Winnebago County  
Budget Detail - 2012  
Clerk of Courts and Courts  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Miscellaneous Revenues	1,591	2,309	1,647	2,000	1,500	1,500	1,500	-25.0%
<b>Miscellaneous Revenues</b>	<b>1,591</b>	<b>2,309</b>	<b>1,647</b>	<b>2,000</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>-25.0%</b>
<b>TOTAL REVENUES</b>	<b>2,070,344</b>	<b>2,131,323</b>	<b>2,084,093</b>	<b>2,234,058</b>	<b>2,032,246</b>	<b>2,032,246</b>	<b>2,032,246</b>	<b>-9.0%</b>
Regular Pay	1,927,091	1,860,979	1,938,122	2,074,127	2,036,904	2,036,904	2,036,904	-1.8%
Bailiff And Matron	89,950	128,310	117,570	115,000	115,000	115,000	115,000	0.0%
Overtime	19,560	19,479	9,459	8,589	8,501	8,501	8,501	-1.0%
Citizen Board Per Diem	25	0	0	0	0	0	0	NA
Witness Expense	16,560	12,605	15,881	17,700	16,850	16,850	16,850	-4.8%
Jury Expense	133,635	114,989	92,425	124,000	108,000	108,000	108,000	-12.9%
Interpreter Fees	25,554	26,850	32,001	26,100	25,100	25,100	25,100	-3.8%
<b>Wages</b>	<b>2,212,375</b>	<b>2,163,212</b>	<b>2,205,458</b>	<b>2,365,516</b>	<b>2,310,355</b>	<b>2,310,355</b>	<b>2,310,355</b>	<b>-2.3%</b>
Fringe Benefits	899,854	930,597	959,637	985,387	859,167	859,167	859,167	-12.8%
Unemployment Comp	3,954	9,438	2,794	0	0	0	0	NA
<b>Fringes</b>	<b>903,808</b>	<b>940,036</b>	<b>962,431</b>	<b>985,387</b>	<b>859,167</b>	<b>859,167</b>	<b>859,167</b>	<b>-12.8%</b>
<b>Total Labor Costs</b>	<b>3,116,182</b>	<b>3,103,247</b>	<b>3,167,889</b>	<b>3,350,903</b>	<b>3,169,522</b>	<b>3,169,522</b>	<b>3,169,522</b>	<b>-5.4%</b>
Registration & Tuition	2,778	5,555	2,606	3,765	3,925	3,925	3,925	4.2%
Automobile Allowance	4,053	4,236	4,497	4,720	5,138	5,138	5,138	8.9%
Meals	484	376	418	500	1,070	1,070	1,070	114.0%
Lodging	1,545	1,915	1,755	2,908	3,496	3,496	3,496	20.2%
Other Travel Exp	0	112	18	15	15	15	15	0.0%
Taxable Meals	38	56	63	0	0	0	0	NA
<b>Travel</b>	<b>8,898</b>	<b>12,251</b>	<b>9,357</b>	<b>11,908</b>	<b>13,644</b>	<b>13,644</b>	<b>13,644</b>	<b>14.6%</b>
Other Equipment	10,611	15,000	14,999	0	0	0	0	NA
<b>Capital</b>	<b>10,611</b>	<b>15,000</b>	<b>14,999</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Office Expenses								
Office Supplies	22,519	12,992	15,686	20,050	18,450	18,450	18,450	-8.0%
Stationery and Forms	11,690	13,395	11,334	12,600	12,580	12,580	12,580	-0.2%
Printing Supplies	6,607	6,746	6,486	7,210	7,235	7,235	7,235	0.3%

**Winnebago County**  
**Budget Detail - 2012**  
**Clerk of Courts and Courts**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Postage and Box Rent	1,385	850	1,489	1,100	1,250	1,250	1,250	13.6%
Computer Supplies	322	100	0	0	0	0	0	NA
Advertising	485	0	0	0	0	0	0	NA
Subscriptions	19,958	13,027	5,810	7,790	7,290	7,290	7,290	-6.4%
Membership Dues	1,905	2,516	2,139	2,560	2,335	2,335	2,335	-8.8%
Publish Legal Notices	264	35	212	200	200	200	200	0.0%
Operating Expenses								
Telephone	15,765	15,195	20,118	14,755	14,825	14,825	14,825	0.5%
Food	0	0	20	0	0	0	0	NA
Small Equipment	20,981	1,840	9,352	22,930	7,875	7,875	7,875	-65.7%
Automobile Allowance-Other	141	0	0	0	0	0	0	NA
Repairs & Maintenance								
Maintenance - Equipment	500	0	643	500	500	500	500	0.0%
Contractual Services								
Medical and Dental	215,924	180,326	148,054	216,700	198,000	198,000	198,000	-8.6%
Legal Services	582,975	461,091	457,322	469,350	412,500	412,500	412,500	-12.1%
Equipment Repairs	6,160	4,427	3,116	7,294	6,994	6,994	6,994	-4.1%
Transcription Services	8,121	8,274	7,112	7,600	8,900	8,900	8,900	17.1%
Pathology Services	(0)	0	0	0	0	0	0	NA
Professional Service	6,562	8,512	8,944	6,700	9,284	9,284	9,284	38.6%
Collection Services	626	888	1,014	1,050	1,050	1,050	1,050	0.0%
Security Service	55	9	407	800	800	800	800	0.0%
Mediation Services	60,000	60,000	65,000	65,500	65,500	65,500	65,500	0.0%
Rental Expenses								
Building Rental	0	0	0	0	0	100,000	0	NA
Interfund Expenses								
Print & Duplicate	18,900	18,378	20,247	20,300	20,625	20,625	20,625	1.6%
Postage and Box Rent	66,112	67,917	66,750	70,900	71,000	71,000	71,000	0.1%
Equipment Repairs	1,650	1,650	1,287	1,089	1,056	1,056	1,056	-3.0%
Prop. & Liab. Insurance	9,600	10,443	11,100	11,761	12,990	12,990	12,990	10.4%
Other Operating Expenses	1,079,209	888,611	863,641	968,739	881,239	981,239	881,239	-9.0%
<b>TOTAL EXPENSES</b>	<b>4,214,899</b>	<b>4,019,109</b>	<b>4,055,887</b>	<b>4,331,550</b>	<b>4,064,405</b>	<b>4,164,405</b>	<b>4,064,405</b>	<b>-6.2%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>2,144,556</b>	<b>1,887,786</b>	<b>1,971,793</b>	<b>2,097,492</b>	<b>2,032,159</b>	<b>2,132,159</b>	<b>2,032,159</b>	<b>-3.1%</b>

# CLERK OF COURTS AND COURTS PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
Clerk of Courts Revenues	130	1,733,866	2,149	-	145,754	1,881,769	1,849,746	1,881,769 (1,849,746)	2,008,621 (2,033,558)	1,885,629 (2,021,505)	(6.3) (9.0)	6.5 0.6
Circuit Court I Revenues	131	72,378	-	-	103,869	176,247	-	176,247 -	185,828 -	205,339 -	(5.2) N/A	(9.5) N/A
Circuit Court II Revenues	132	78,707	442	-	95,518	174,667	-	174,667 -	184,507 -	202,756 -	(5.3) N/A	(9.0) N/A
Circuit Court III Revenues	133	73,263	442	-	103,371	177,076	-	177,076 -	190,314 -	187,589 -	(7.0) N/A	1.5 N/A
Circuit Court IV Revenues	134	78,956	-	-	92,751	171,707	-	171,707 -	193,768 -	213,635 -	(11.4) N/A	(9.3) N/A
Circuit Court V Revenues	135	66,486	-	-	104,339	170,825	-	170,825 -	201,073 -	235,366 -	(15.0) N/A	(14.6) N/A
Circuit Court VI Revenues	136	61,460	-	-	102,874	164,334	-	164,334 -	196,013 -	191,782 -	(16.2) N/A	2.2 N/A
Teen Court Revenues	140	70,800	778	-	1,618	73,196	500	73,196 (500)	74,478 (500)	70,213 (800)	(1.7) 0.0	6.1 (37.5)
VIP Revenues	141	78,247	1,013	-	2,058	81,318	32,000	81,318 (32,000)	82,499 (35,000)	80,214 (33,000)	(1.4) (8.6)	2.8 6.1
Family Court Commissioner Revenues	142	198,866	2,664	-	80,690	282,220	45,000	282,220 (45,000)	236,868 (50,000)	282,413 (50,000)	19.1 (10.0)	(16.1) 0.0
Court Commissioner Revenues	143	130,568	2,082	-	20,436	153,086	-	153,086 -	219,165 -	224,405 -	(30.2) N/A	(2.3) N/A
Law Library Revenues	144	-	-	-	4,600	4,600	-	4,600 -	5,100 -	5,100 -	(9.8) N/A	0.0 N/A
Probate Revenues	146	140,332	384	-	14,340	155,056	-	155,056 -	154,201 -	143,510 -	0.6 N/A	7.4 N/A
Family Court Counseling Revenues	149	385,593	3,690	-	9,021	398,304	105,000	398,304 (105,000)	399,115 (115,000)	409,006 (110,000)	(0.2) (8.7)	(2.4) 4.5
<b>Grand Totals</b>		<u>3,169,522</u>	<u>13,644</u>	<u>-</u>	<u>881,239</u>	<u>4,064,405</u>	<u>2,032,246</u>	<u>2,032,159</u>	<u>2,097,492</u>	<u>2,121,652</u>	<u>(3.1)</u>	<u>(1.1)</u>

# SHERIFF'S OFFICE

Department: 100-110 to 120 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 236-7331

## MISSION STATEMENT:

To provide law enforcement and related services to the citizens of Winnebago County in a professional and cost effective manner.

## PROGRAM DESCRIPTION:

**COURT SERVICES** To support all divisions within the Winnebago County Sheriff's Office by documenting, maintaining and dispensing records and reports; transporting of prisoners; service of civil process; and apprehending persons with outstanding arrest warrants.

**PATROL DIVISION** Provide law enforcement and protection of life and property within the boundaries of Winnebago County. This includes upholding Federal, State and local laws, investigating civil and criminal complaints, providing a nucleus for law and order and, when necessary, taking appropriate actions on and off Winnebago County highways. Provide awareness education to the community as a deterrent against crime and disorder.

**DETECTIVE DIVISION** Responsible for the investigation, apprehension and the assistance of the prosecution by the Winnebago County District Attorney's office of individuals who have violated Wisconsin State Statutes or Winnebago County Ordinances. Contained in the unit are a specialized juvenile officer and detectives working general assignments.

**CRIME PREVENTION AND COMMUNITY SERVICES DIVISION** Provide proactive crime prevention programs to the citizens of Winnebago County. The programs are designed to assist the citizens of the county in protecting themselves and their property from crimes.

**RESERVES** A support unit which assists the department in traffic control, security, crowd control and boating. The unit is available for security at functions open to the public.

**COMMUNICATIONS CENTER - E911** Receive emergency information and dispatch emergency response team, law enforcement, fire and medical assistance.

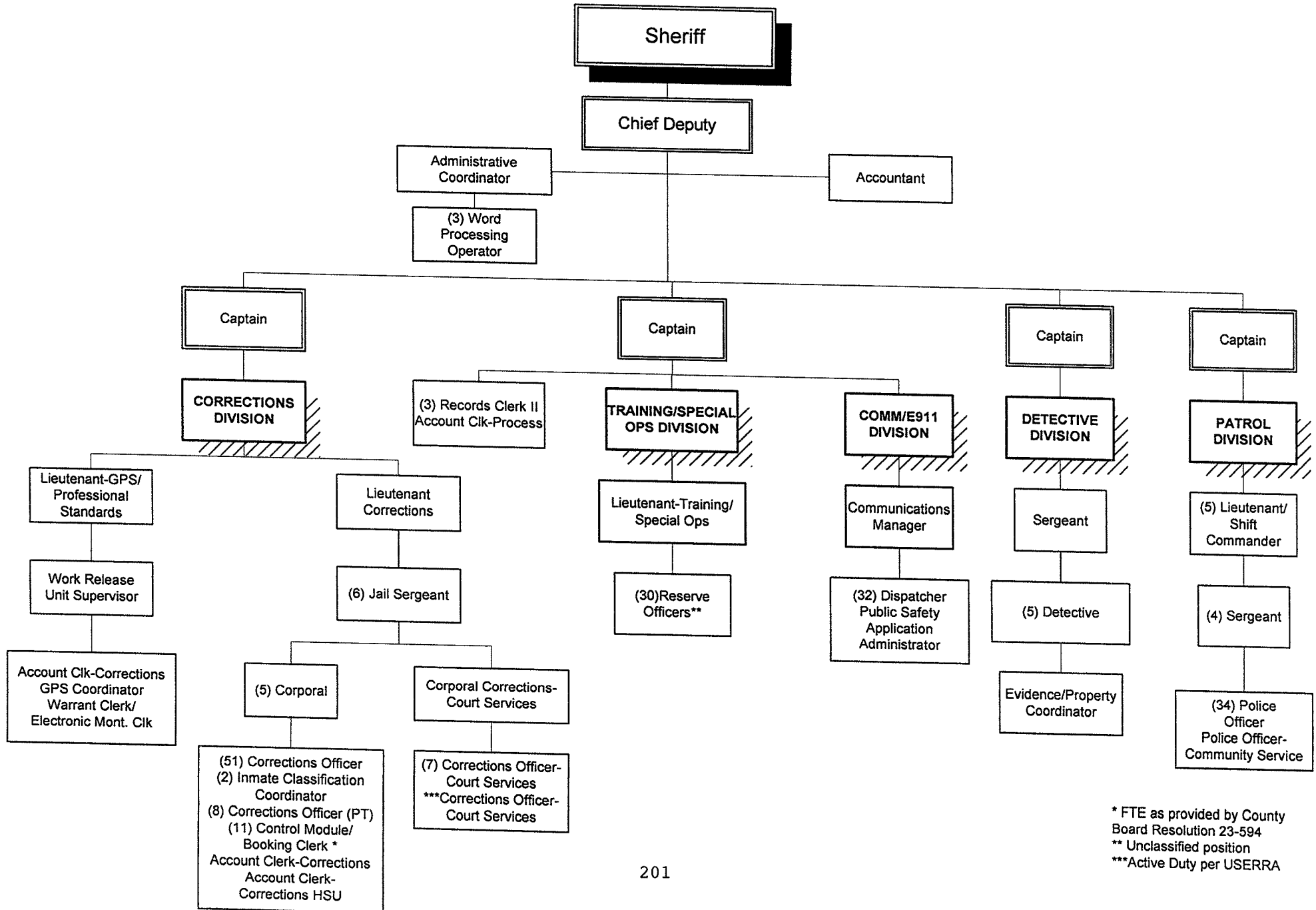
**BOAT PATROL** Patrol the waterways in the county and enforce state boating laws. Respond to emergencies and have a Hovercraft available for winter emergency response.

**SNOW PATROL** Patrol the snowmobile trails and ice-covered lakes and rivers. Promote snowmobile and all-terrain safety.

**TRAINING** Continually upgrade the departments training standards to meet the ever-changing demands of the criminal justice system. Consistently improving performance standards and productivity through training to continue to meet the state mandates.

**JAIL** Manage the Winnebago County Jail in accordance with State statutes and Administrative Code of Wisconsin. To ensure citizens that the jail will be secure and well managed and provide as many rehabilitation programs as possible for the prisoners.

# SHERIFF



\* FTE as provided by County Board Resolution 23-594  
 \*\* Unclassified position  
 \*\*\*Active Duty per USERRA

# **SHERIFF'S OFFICE**

**Department: 100-110 to 120 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**

**John Matz**

**TELEPHONE: 236-7300**

**LOCATION:**

**Sheriff's Office  
4311 Jackson Street  
Oshkosh, WI 54901**

## **2011 ACCOMPLISHMENTS:**

- 1. Selected replacement squad car model due to discontinuation of Crown Victoria**
- 2. Upgraded software and storage capacity of in-squad camera system to accommodate growth and future storage needs**
- 3. Modified Deputy Sheriff hiring process to incorporate physical fitness testing**
- 4. Initiated pilot program for 7<sup>th</sup> grade DARE**
- 5. Consolidation project with area law enforcement for GPS surveillance solution**
- 6. Replacement Radio System**
  - Selected a replacement radio system and vendor**
  - Reviewed available equipment for the replacement radio system**
  - Explored possible regional purchase of countywide radio system with other counties**
- 7. Conducted a feasibility study of a possible consolidation of communications centers with Outagamie and Calumet counties**
- 8. Completed Criminal Justice Study which reviewed current and future alternatives to incarceration, projected future bed needs, and possible solutions**
- 9. 24/7 Program started to ensure compliance with no-alcohol conditions of bond**



**2012 GOALS AND OBJECTIVES:**

- 1. Revise WISO mission statement to incorporate Community Oriented Policing philosophy**
- 2. Explore WILEAG and ACA Accreditation**
- 3. Continue to work closely with the WI DOT during the multi-year US 41 construction project to provide a safe work zone for both construction workers and motorists**
- 4. Upgrade storage of electronic photos and recorded interview for increased efficiency**
- 5. Reach and maintain staffing levels of twenty officers on the reserve unit and expand use of officers to provide cost effective services**
- 6. Continue ongoing planning of county wide radio system with a consolidation of Communication Centers with Outagamie and Calumet Counties**
- 7. Expand the SWAT Team to 14 members to comply with ALERT Team standards**
- 8. Implement variety of proposed solutions as identified in the Criminal Justice Study**

# SHERIFF

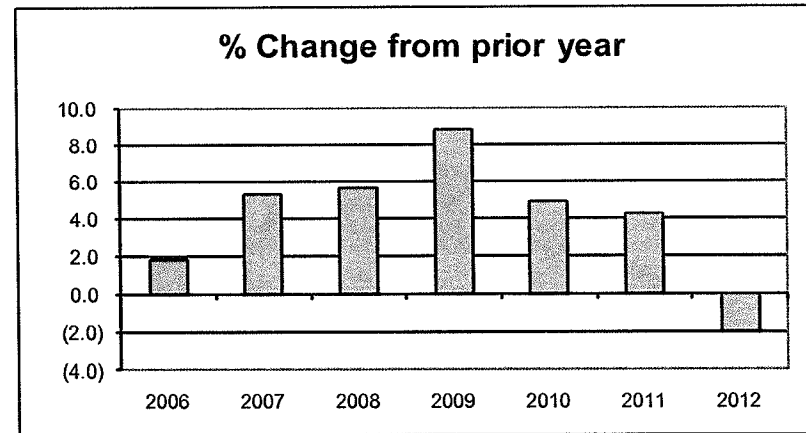
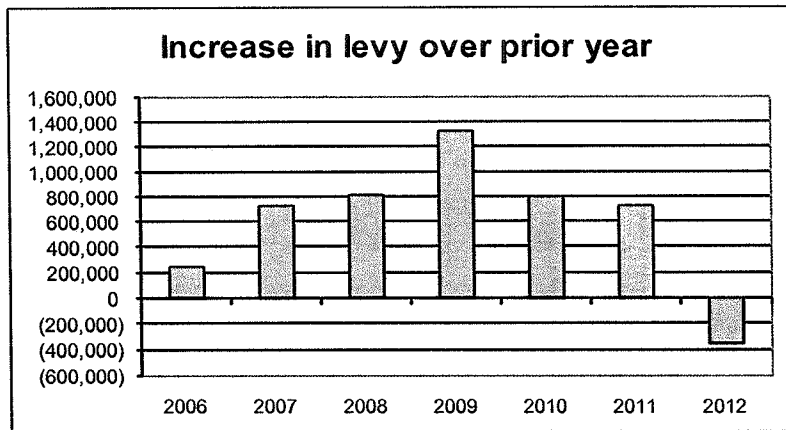
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	200	212	211	193	184	189	189	191	192	192
Part Time	1	1	1	1	0	0	4	4	8	8
Total	201	213	212	194	184	189	193	195	200	200

There is no change to the table of organization for 2012. During 2011, one full-time detective was removed and one full-time patrol officer was added to the table of organization.

**COUNTY LEVY:** The tax levy for 2012 is \$17,616,112 a decrease of \$351,150 or 2.0% under 2011.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Sheriff

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 17,967,262	
<b>Revenue Changes - impact on levy:</b>		
Reimbursed costs	81,765	Decrease due to there being no reimbursement from Oshkosh Police department
Grants	33,000	Decrease due to the Evidence Coordinator position is no longer funded by a grant
Civil process fees	25,000	Decreased to reflect history. In 2010 \$212,552 was reported in revenue and in 2009 \$200,383 was reported
<b>Expense Changes - impact on levy:</b>		
Wages	(144,752)	Decrease due to multiple retirements and new employees at a lower pay level
Fringes	(308,992)	Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Capital	(124,678)	Less vehicles to be purchased in 2012
Clothing & uniforms	(12,316)	Decrease due to the elimination of dispatcher uniform allowance
Motor fuel	44,541	Steady increase in gas prices
Other contractual services	48,816	Additional contractual services for the CAD system enhancements.

# **SIGNIFICANT CHANGES FROM 2011 ADOPTED - Sheriff**

Account	Amount	Description
Other small changes	6,466	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	<b>\$ 17,616,112</b>	

**Winnebago County**  
**Budget Detail - 2012**  
**Sheriff**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Training Aids	26,200	27,200	23,640	25,380	25,740	25,740	25,740	1.4%
Water Safety Patrol	23,964	29,919	31,955	28,000	32,000	32,000	32,000	14.3%
Grants	345,411	167,772	164,002	132,500	64,500	99,500	99,500	-24.9%
Incentive Payments	24,080	18,320	27,120	14,800	20,000	20,000	20,000	35.1%
<b>Intergovernmental</b>	<b>419,655</b>	<b>243,211</b>	<b>246,717</b>	<b>200,680</b>	<b>142,240</b>	<b>177,240</b>	<b>177,240</b>	<b>-11.7%</b>
Parking Violations	7,986	8,425	5,395	10,000	8,000	8,000	8,000	-20.0%
<b>Fines &amp; Fortetures</b>	<b>7,986</b>	<b>8,425</b>	<b>5,395</b>	<b>10,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>-20.0%</b>
Fees And Costs	5	0	0	50	0	0	0	0.0%
Forms, Copies, Etc.	3,244	3,449	3,977	3,500	3,500	3,500	3,500	0.0%
Warrent Fees	28,958	23,857	19,678	24,000	24,000	24,000	24,000	0.0%
Telephone	144,940	160,000	167,185	152,200	152,200	152,200	152,200	0.0%
Offset Revenue	0	206	0	0	0	0	0	NA
Reimbursed Costs	21,018	11,696	69,447	119,400	37,635	37,635	37,635	-68.5%
Day Reporting Fees	3,062	16,216	13	27,101	18,800	18,800	18,800	-30.6%
Civil Process Fees	190,676	200,383	212,552	225,000	200,000	200,000	200,000	-11.1%
Board of Prisoners	219,396	159,048	171,143	216,810	218,520	218,520	218,520	0.8%
Restitution	4,406	2,004	1,940	2,450	3,275	3,275	3,275	33.7%
Police Services	151,275	198,641	146,309	165,300	184,521	184,521	184,521	11.6%
Photographic Revenue	240	41	37	50	50	50	50	0.0%
Identification Cards	60	80	70	50	50	50	50	0.0%
Donations	4,846	1,120	(9,577)	500	500	500	500	0.0%
Medical/MA-Co Pay	13,928	14,305	14,826	16,000	16,000	16,000	16,000	0.0%
Monitoring Fees	540,169	530,567	428,792	605,261	602,625	602,625	602,625	-0.4%
Concession Revenue	66,393	108,543	112,095	103,375	109,500	109,500	109,500	5.9%
Other Public Charges	875	3,508	1	0	0	0	0	NA
Intake Booking Fees	65,005	66,890	56,310	70,000	65,000	65,000	65,000	-7.1%
Damages to Monitor Equipment	1,006	1,112	635	500	700	700	700	40.0%
<b>Public Services</b>	<b>1,459,503</b>	<b>1,501,665</b>	<b>1,395,432</b>	<b>1,731,547</b>	<b>1,636,876</b>	<b>1,636,876</b>	<b>1,636,876</b>	<b>-5.5%</b>
Board of Prisoners	760,132	874,013	674,461	635,658	659,441	659,441	659,441	3.7%
Police Service	79,619	99,154	93,703	95,686	98,695	98,695	98,695	3.1%
Cost Share - Municipalities	0	0	0	57,540	62,130	62,130	62,130	8.0%
<b>Intergovernmental Services</b>	<b>839,751</b>	<b>973,167</b>	<b>768,164</b>	<b>788,884</b>	<b>820,266</b>	<b>820,266</b>	<b>820,266</b>	<b>4.0%</b>
Grants	0	0	3,500	0	0	0	0	NA

**Winnebago County**  
**Budget Detail - 2012**  
**Sheriff**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Interfund Revenues</b>	<b>0</b>	<b>0</b>	<b>3,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Sale Of Prop & Equip	18,079	11,423	45,104	31,000	23,000	23,000	23,000	-25.8%
Other Miscellaneous Revenues	4,393	4,613	4,007	4,000	4,000	4,000	4,000	0.0%
<b>Miscellaneous Revenues</b>	<b>22,472</b>	<b>16,035</b>	<b>49,111</b>	<b>35,000</b>	<b>27,000</b>	<b>27,000</b>	<b>27,000</b>	<b>-22.9%</b>
<b>TOTAL REVENUES</b>	<b>2,749,367</b>	<b>2,742,503</b>	<b>2,468,319</b>	<b>2,766,111</b>	<b>2,634,382</b>	<b>2,669,382</b>	<b>2,669,382</b>	<b>-3.5%</b>
Regular Pay	9,193,778	9,733,401	10,061,109	10,332,307	10,171,777	10,171,777	10,171,777	-1.6%
Overtime	989,743	840,609	693,710	612,074	627,852	627,852	627,852	2.6%
Regular Pay	51,277	0	0	0	0	0	0	NA
<b>Wages</b>	<b>10,234,798</b>	<b>10,574,011</b>	<b>10,754,819</b>	<b>10,944,381</b>	<b>10,799,629</b>	<b>10,799,629</b>	<b>10,799,629</b>	<b>-1.3%</b>
Fringe Benefits	4,914,484	5,297,413	5,457,117	5,767,566	5,458,574	5,458,574	5,458,574	-5.4%
Unemployment Comp	9,230	6,985	123	0	0	0	0	NA
<b>Fringes</b>	<b>4,923,714</b>	<b>5,304,398</b>	<b>5,457,240</b>	<b>5,767,566</b>	<b>5,458,574</b>	<b>5,458,574</b>	<b>5,458,574</b>	<b>-5.4%</b>
<b>Total Labor Costs</b>	<b>15,158,512</b>	<b>15,878,409</b>	<b>16,212,059</b>	<b>16,711,947</b>	<b>16,258,203</b>	<b>16,258,203</b>	<b>16,258,203</b>	<b>-2.7%</b>
Registration & Tuition	44,853	53,954	48,397	54,150	53,800	53,800	53,800	-0.6%
Automobile Allowance	581	2,450	1,645	800	800	800	800	0.0%
Commercial Travel	1,128	1,984	2,870	1,950	1,400	1,400	1,400	-28.2%
Meals	4,521	3,310	4,924	9,213	9,181	9,181	9,181	-0.3%
Lodging	5,517	9,730	15,481	7,247	7,247	7,247	7,247	0.0%
Other Travel Exp	506	2,561	874	260	260	260	260	0.0%
Taxable Meals	1,517	3,881	3,242	0	0	0	0	NA
<b>Travel</b>	<b>58,623</b>	<b>77,871</b>	<b>77,433</b>	<b>73,620</b>	<b>72,688</b>	<b>72,688</b>	<b>72,688</b>	<b>-1.3%</b>
Other Equipment	351,468	205,880	428,986	447,450	322,772	322,772	322,772	-27.9%
<b>Capital</b>	<b>351,468</b>	<b>205,880</b>	<b>428,986</b>	<b>447,450</b>	<b>322,772</b>	<b>322,772</b>	<b>322,772</b>	<b>-27.9%</b>
Office Expenses								
Office Supplies	10,376	11,425	10,510	12,700	12,700	12,700	12,700	0.0%
Stationery and Forms	4,300	2,192	2,939	2,600	2,500	2,500	2,500	-3.8%
Printing Supplies	13,537	14,561	12,438	12,900	12,900	12,900	12,900	0.0%
Print & Duplicate	104	0	1,380	900	800	800	800	-11.1%
Postage and Box Rent	327	490	342	500	500	500	500	0.0%

**Winnebago County**  
**Budget Detail - 2012**  
**Sheriff**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Computer Supplies	1,375	2,005	1,076	2,950	2,950	2,950	2,950	0.0%
Computer Software	2,197	36,450	10,795	3,900	3,000	3,000	3,000	-23.1%
Advertising	7,990	0	0	0	0	0	0	NA
Subscriptions	751	704	594	935	925	925	925	-1.1%
Membership Dues	1,660	2,062	2,725	2,485	2,200	2,200	2,200	-11.5%
Photo Processing	1,034	95	224	535	346	346	346	-35.3%
Operating Expenses								
Telephone	139,191	136,578	142,881	141,342	141,342	141,342	141,342	0.0%
Household Supplies	102	717	482	250	50	50	50	-80.0%
Clothing & Uniforms	96,509	138,142	115,987	125,446	113,130	113,130	113,130	-9.8%
Professional Supplies	56,444	56,724	82,426	87,829	94,256	94,256	94,256	7.3%
Food	907	2,127	1,586	900	900	900	900	0.0%
Small Equipment	150,469	222,956	102,367	38,917	56,236	71,143	71,143	82.8%
Medical Supplies	3,292	4,667	1,184	7,400	7,400	7,400	7,400	0.0%
Investigation Expense	9,172	11,592	11,462	11,600	19,400	14,400	14,400	24.1%
Vehicle Lease-Other	0	0	0	300	0	0	0	0.0%
Meals-Other	15	0	0	0	0	0	0	NA
Construction Supplies								
Small Hardware	27	284	174	800	650	650	650	-18.8%
Maintenance Supplies								
Plumbing Products	0	0	24	0	0	0	0	NA
Motor Fuel	246,193	179,541	212,469	240,000	284,541	284,541	284,541	18.6%
Lubricants	222	266	480	850	850	850	850	0.0%
Tires & Batteries	12,933	13,273	13,583	15,500	15,700	15,700	15,700	1.3%
Utilities								
Power and Light	306	261	300	330	380	380	380	15.2%
Contractual Services								
Medical and Dental	45,696	97,470	62,686	100,200	100,200	100,200	100,200	0.0%
Pest Extermination	445	919	1,546	700	800	800	800	14.3%
Vehicle Repairs	66,121	61,103	43,967	68,950	65,150	65,150	65,150	-5.5%
Equipment Repairs	88,497	85,657	70,956	83,850	85,400	85,400	85,400	1.8%
Grounds Maintenance	74	1,585	0	0	0	0	0	NA
Boarding of Prisoners	0	1,000	900	0	0	0	0	NA
Professional Service	376,094	382,359	371,779	370,948	375,951	375,951	375,951	1.3%
Collection Services	18,710	23,824	13,691	17,000	15,000	15,000	15,000	-11.8%
Food Service	417,734	430,487	347,213	382,966	395,070	395,070	395,070	3.2%
Other Contract Serv.	875,256	930,811	1,084,363	1,408,299	1,469,755	1,457,115	1,457,115	3.5%
Building Rental	720	0	0	0	0	0	0	NA
Rental Expenses								

**Winnebago County**  
**Budget Detail - 2012**  
**Sheriff**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Equipment Rental	12,900	13,116	14,172	14,000	0	0	0	0.0%
Other Rents and Leases	3,300	4,100	3,750	6,000	7,000	7,000	7,000	16.7%
Insurance								
Operating Licenses & Fees	1,079	972	15,986	500	5,000	5,000	5,000	900.0%
Other Sundry & Fixed Charges								
Operating Grants	89,979	89,979	90,979	90,979	90,979	90,979	90,979	0.0%
Other Miscellaneous	7	199	0	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	35,255	36,199	45,213	37,438	37,988	37,988	37,988	1.5%
Postage and Box Rent	9,828	8,692	7,981	10,500	10,350	10,350	10,350	-1.4%
Legal Fees	0	380	0	0	0	0	0	NA
Medical and Dental	5,054	4,332	2,550	7,000	5,000	5,000	5,000	-28.6%
Equipment Repairs	4,224	4,620	4,356	4,257	4,455	4,455	4,455	4.7%
Prop. & Liab. Insurance	161,832	163,710	172,260	184,900	192,810	192,810	192,810	4.3%
Other Operating Expenses	2,972,240	3,178,625	3,082,776	3,500,356	3,634,564	3,631,831	3,631,831	3.8%
<b>TOTAL EXPENSES</b>	<b>18,540,844</b>	<b>19,340,785</b>	<b>19,801,254</b>	<b>20,733,373</b>	<b>20,288,227</b>	<b>20,285,494</b>	<b>20,285,494</b>	<b>-2.2%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>15,791,476</b>	<b>16,598,282</b>	<b>17,332,935</b>	<b>17,967,262</b>	<b>17,653,845</b>	<b>17,616,112</b>	<b>17,616,112</b>	<b>-2.0%</b>



# SHERIFF PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
Administrative	110	523,958	200	-	430,711	954,869		954,869	1,088,741	2,631,212	(12.3)	(58.6)
Revenues	110						235,600	(235,600)	(314,100)	(260,700)	(25.0)	20.5
Patrol	112	4,229,078	-	220,566	362,561	4,812,205		4,812,205	4,639,575	4,045,909	3.7	14.7
Revenues	112						261,000	(261,000)	(236,000)	(212,100)	10.6	11.3
Detective	113	758,826	-	21,506	147,220	927,552		927,552	1,032,346	891,855	(10.2)	15.8
Revenues	113						116,451	(116,451)	(154,186)	(157,289)	(24.5)	(2.0)
Community Services	114	85,276	-	-	1,100	86,376		86,376	89,637	89,758	(3.6)	(0.1)
Revenues	114						-	-	-	-	N/A	N/A
Reserves	115	50,400	-	-	8,100	58,500		58,500	68,101	67,857	(14.1)	0.4
Revenues	115						15,000	(15,000)	(25,000)	(25,000)	(40.0)	0.0
911	116	2,729,198	-	-	548,839	3,278,037		3,278,037	3,530,037	2,595,030	(7.1)	36.0
Revenues	116						68,130	(68,130)	(57,540)	-	N/A	N/A
Boat Patrol	117	-	-	-	25,208	25,208		25,208	23,842	72,755	5.7	(67.2)
Revenues	117						32,000	(32,000)	(28,000)	(25,000)	14.3	12.0
Training	119	-	72,488	7,500	122,430	202,418		202,418	226,535	204,856	(10.6)	10.6
Revenues	119						25,740	(25,740)	(28,380)	(31,800)	(9.3)	(10.8)
Jail	120	7,881,467	-	73,200	1,985,662	9,940,329		9,940,329	10,034,559	9,437,115	(0.9)	6.3
Revenues	120						1,915,461	(1,915,461)	(1,922,905)	(2,084,519)	(0.4)	(7.8)
<b>Grand Totals</b>		<u>16,258,203</u>	<u>72,688</u>	<u>322,772</u>	<u>3,631,831</u>	<u>20,285,494</u>	<u>2,669,382</u>	<u>17,616,112</u>	<u>17,967,262</u>	<u>17,239,939</u>	(2.0)	4.2

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

Department	Description	Quant	Special Equip (Note)	Other	Capital Outlay
Sheriff	Squad cars	7		220,566	220,566
	Vehicle	1		21,506	21,506
	Utility trailer	1		7,500	7,500
	Extended mini vans	2		48,600	48,600
	DVR equipment replacement	3		24,600	24,600
		14	-	322,772	322,772

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

# **JAIL IMPROVEMENTS FUND**

## **2012 BUDGET NARRATIVE**

### **HIGHLIGHTS**

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

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

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

**Winnebago County**  
**Budget Detail - 2012**  
**Jail Improvement Fund**  
100 - 125

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	14,831	19,764	12,287	24,000	4,000	4,000	4,000	-83.3%
Intergovernmental	14,831	19,764	12,287	24,000	4,000	4,000	4,000	-83.3%
Jail Assessments	168,906	183,316	174,559	193,700	177,800	177,800	177,800	-8.2%
Fines & Fortetures	168,906	183,316	174,559	193,700	177,800	177,800	177,800	-8.2%
<b>TOTAL REVENUES</b>	<b>183,737</b>	<b>203,080</b>	<b>186,846</b>	<b>217,700</b>	<b>181,800</b>	<b>181,800</b>	<b>181,800</b>	<b>-16.5%</b>
Other Equipment	0	36,275	0	0	0	0	0	NA
Capital	0	36,275	0	0	0	0	0	NA
Office Expenses								
Computer Supplies	0	0	744	0	0	0	0	NA
Computer Software	0	0	362	0	0	0	0	NA
Subscriptions	1,973	2,413	1,394	2,550	3,650	3,650	3,650	43.1%
Operating Expenses								
Household Supplies	19,514	28,832	18,375	34,500	25,350	25,350	25,350	-26.5%
Clothing & Uniforms	35,496	25,495	21,545	45,205	30,545	30,545	30,545	-32.4%
Linen	9,265	3,451	7,282	13,500	11,000	11,000	11,000	-18.5%
Dishes and Utensils	678	2,860	4,553	4,700	4,500	4,500	4,500	-4.3%
Small Equipment	2,561	1,879	6,958	7,150	6,400	6,400	6,400	-10.5%
Hygiene Supplies	19,902	21,650	17,074	21,500	16,900	16,900	16,900	-21.4%
Commercial Travel-Other	0	275	500	275	275	275	275	0.0%
Contractual Services								
Equipment Repairs	999	590	9,627	1,000	1,000	1,000	1,000	0.0%
Professional Service	201	46,771	7,263	15,120	9,750	9,750	9,750	-35.5%
Other Contract Serv.	17,631	41,003	54,209	70,700	70,930	70,930	70,930	0.3%
Interfund Expenses								
Print & Duplicate	128	0	0	1,500	1,500	1,500	1,500	0.0%
Other Operating Expenses	108,347	175,219	149,886	217,700	181,800	181,800	181,800	-16.5%
<b>TOTAL EXPENSES</b>	<b>108,347</b>	<b>211,494</b>	<b>149,886</b>	<b>217,700</b>	<b>181,800</b>	<b>181,800</b>	<b>181,800</b>	<b>-16.5%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>(75,389)</b>	<b>8,414</b>	<b>(36,960)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>

# **COUNTY CORONER**

**Department: 100-105 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:  
LOCATION:**

**Barry L. Busby  
Winnebago County  
448 Algoma Boulevard  
Oshkosh, WI 54901**

**TELEPHONE: 236-1247**

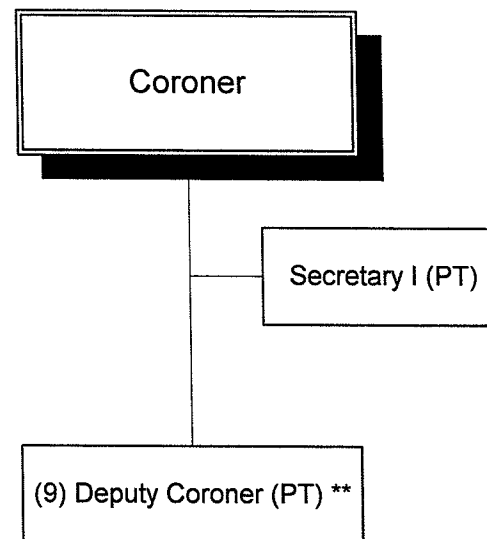
## **MISSION STATEMENT:**

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

## **PROGRAM DESCRIPTION:**

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

# CORONER



\*\* Unclassified position

# **COUNTY CORONER**

**Department: 100-105    Fund: General Fund**  
**2012 BUDGET NARRATIVE**

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

**TELEPHONE: 236-1247**

## **2011 ACCOMPLISHMENTS:**

1. Continued education for coroner and deputies with attendance at various seminars and training sessions as budget allowed.
2. Continued working with Community for Hope regarding suicide prevention and mental health awareness, in addition to working with Survivors of Suicide programs.
3. Continued to work closely with Dr. P. Douglas Kelley, Fond du Lac County Medical Examiner, and use him primarily as our forensic pathologist.
4. We continue to be a leader in the state with regard to tissue, organ and eye donations.
5. Continued presentations at area schools and for local groups who show an interest.
6. In cooperation with the Winnebago County Health Department, initiated a Child Death Review Committee for Winnebago County and continued working with the Infant Death Center.
7. Continued working with the Winnebago County Coalition against alcohol and tobacco abuse.
8. Continued partnership with ACE, an alcohol coalition on the State level, and published a booklet/report on preventive measures.
9. Completed booklet/report on prescription drug abuse for the State Controlled Substance Workgroup.

**2012 GOALS & OBJECTIVES:**

- 1. Continue providing the highest standards of death investigations to our community in the most respectful and cost-effective manner.**
- 2. Continue updating and improving the Winnebago county Coroner database.**
- 3. Develop a consortium in the Fox Valley (with the assistance of Dr. Doug Kelley) for training deputies.**
- 4. Purchase a more efficient color printer.**
- 5. Update computers to enable viewing and burning photo CD's.**
- 6. Continue sorting and purging unnecessary files in storage area and purchase more storage shelving.**
- 7. Continue working with alcohol/drug/tobacco abuse teams to promote awareness and help eliminate drunk drivers.**
- 8. Continue working with Child Death Review Committee.**
- 9. Continue working with Community for Hope on suicide prevention.**
- 10. Continue working with ReThink Advocacy Committee against alcohol and prescription drug abuse (prevention).**



# CORONER

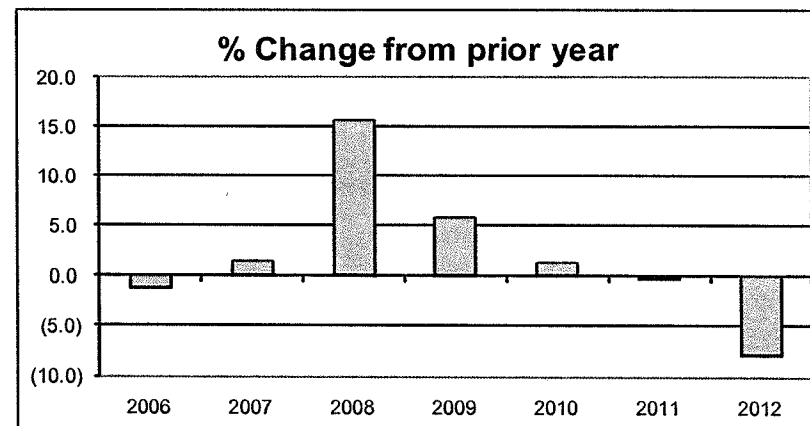
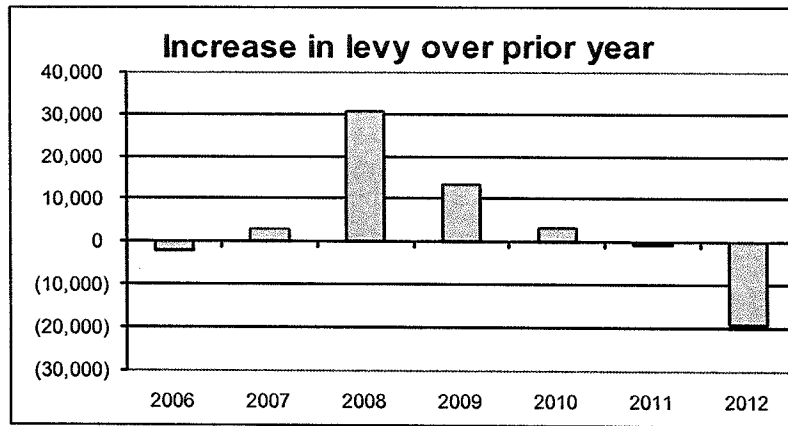
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	1	1	1	1	1	1	1	1	1	1
Part Time	1	1	1	1	1	1	1	1	1	1
Total	2	2	2	2	2	2	2	2	2	2

There are no changes to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$221,929, a decrease of \$19,121 or 7.9% under 2011.



# SIGNIFICANT CHANGES FROM 2011 ADOPTED - Coroner

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 241,050	
<b>Revenue Changes - impact on levy:</b>		
Fees and costs	(29,000)	Projected increase in cremation fees
<b>Expense Changes - impact on levy:</b>		
Other per diem	7,000	Increase in coverage needed from deputies
Other small changes	2,879	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 221,929	

**Winnebago County**  
**Budget Detail - 2012**  
**Coroner**  
100 - 105

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Fees And Costs	97,432	101,094	116,275	106,000	135,000	135,000	135,000	27.4%
Forms, Copies, Etc.	7	0	0	0	0	0	0	NA
Reimbursed Costs	132	110	281	300	300	300	300	0.0%
<b>Public Services</b>	<b>97,571</b>	<b>101,204</b>	<b>116,556</b>	<b>106,300</b>	<b>135,300</b>	<b>135,300</b>	<b>135,300</b>	<b>27.3%</b>
Fees and Costs	0	0	125	0	0	0	0	NA
<b>Interfund Revenues</b>	<b>0</b>	<b>0</b>	<b>125</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>97,571</b>	<b>101,204</b>	<b>116,681</b>	<b>106,300</b>	<b>135,300</b>	<b>135,300</b>	<b>135,300</b>	<b>27.3%</b>
Regular Pay	76,109	83,279	82,017	78,442	95,616	80,894	80,894	3.1%
Other Per Diem	57,605	55,180	64,690	68,000	75,000	75,000	75,000	10.3%
Interpreter Fees	0	0	233	0	0	0	0	NA
<b>Wages</b>	<b>133,714</b>	<b>138,459</b>	<b>146,939</b>	<b>146,442</b>	<b>170,616</b>	<b>155,894</b>	<b>155,894</b>	<b>6.5%</b>
Fringe Benefits	36,885	38,546	35,816	32,049	41,560	32,476	32,476	1.3%
Unemployment Comp	0	1,379	0	0	0	0	0	NA
<b>Fringes</b>	<b>36,885</b>	<b>39,925</b>	<b>35,816</b>	<b>32,049</b>	<b>41,560</b>	<b>32,476</b>	<b>32,476</b>	<b>1.3%</b>
<b>Total Labor Costs</b>	<b>170,600</b>	<b>178,384</b>	<b>182,755</b>	<b>178,491</b>	<b>212,176</b>	<b>188,370</b>	<b>188,370</b>	<b>5.5%</b>
Registration & Tuition	685	450	950	1,400	1,400	1,400	1,400	0.0%
Automobile Allowance	7,535	14,221	15,845	15,000	15,000	15,000	15,000	0.0%
Meals	163	232	126	500	500	500	500	0.0%
Lodging	536	412	724	1,200	1,200	1,200	1,200	0.0%
Other Travel Exp	0	14	0	0	0	0	0	NA
Taxable Meals	0	19	77	0	0	0	0	NA
<b>Travel</b>	<b>8,919</b>	<b>15,349</b>	<b>17,722</b>	<b>18,100</b>	<b>18,100</b>	<b>18,100</b>	<b>18,100</b>	<b>0.0%</b>
Office Expenses								
Office Supplies	313	434	242	300	300	300	300	0.0%
Stationery and Forms	30	320	421	250	250	250	250	0.0%
Printing Supplies	118	120	62	50	50	50	50	0.0%
Postage and Box Rent	13	23	37	48	48	48	48	0.0%
Computer Supplies	0	0	0	150	150	150	150	0.0%

**Winnebago County**  
**Budget Detail - 2012**  
**Coroner**  
100 - 105

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Subscriptions	122	55	55	100	100	100	100	0.0%
Membership Dues	315	285	285	320	320	320	320	0.0%
Photo Processing	264	310	20	300	300	300	300	0.0%
Operating Expenses								
Telephone	8,742	8,509	8,515	9,000	9,000	9,000	9,000	0.0%
Telephone Supplies	0	0	20	0	0	0	0	NA
Clothing & Uniforms	800	801	820	1,000	1,000	1,000	1,000	0.0%
Professional Supplies	698	388	893	800	800	800	800	0.0%
Small Equipment	536	342	473	600	600	600	600	0.0%
Medical Supplies	1,162	1,287	3,071	2,000	2,000	2,000	2,000	0.0%
Investigation Expense	0	0	10	0	0	0	0	NA
Contractual Services								
Medical and Dental	26,215	22,704	33,262	27,000	27,000	27,000	27,000	0.0%
Legal Services	0	0	150	0	0	0	0	NA
Vehicle Repairs	1,899	660	0	0	0	0	0	NA
Pathology Services	97,867	93,108	112,540	107,000	107,000	107,000	107,000	0.0%
Interfund Expenses								
Printing Supplies	0	0	0	75	75	75	75	0.0%
Print & Duplicate	299	491	488	400	400	400	400	0.0%
Postage and Box Rent	195	189	119	250	250	250	250	0.0%
Motor Fuel	1,897	0	0	0	0	0	0	NA
Equipment Repairs	99	132	99	99	99	99	99	0.0%
Prop. & Liab. Insurance	1,788	1,791	1,044	1,017	1,017	1,017	1,017	0.0%
Other Operating Expenses	143,373	131,949	162,628	150,759	150,759	150,759	150,759	0.0%
<b>TOTAL EXPENSES</b>	<b>322,891</b>	<b>325,682</b>	<b>363,105</b>	<b>347,350</b>	<b>381,035</b>	<b>357,229</b>	<b>357,229</b>	<b>2.8%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>225,320</b>	<b>224,478</b>	<b>246,424</b>	<b>241,050</b>	<b>245,735</b>	<b>221,929</b>	<b>221,929</b>	<b>-7.9%</b>

# EMERGENCY MANAGEMENT

Department: 100-107 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 236-7463

## MISSION STATEMENT:

Develop an Emergency Management program that lessens the impact of natural or manmade disasters and large-scale emergencies on the citizens of Winnebago County.

## PROGRAM DESCRIPTION:

GENERAL: Coordinate efforts of Winnebago County and all of its political subdivisions in minimizing the effects of natural and manmade disasters, including acts of terrorism, and take steps to eliminate or lessen their impact.

PREPAREDNESS, PLANNING, RESPONSE AND RECOVERY: Provides lead role of coordination countywide.

OUTDOOR WARNING SIREN: Outdoor warning system that provides advanced warning of severe weather to the public.

VOICE ALERT RECEIVERS: Provides warning to schools, hospitals and nursing homes that maintain their own receivers.

MyStateUSA: An automated emergency telephone notification system.

DOPPLER RADAR – NEXRAD: Provides advance warning of severe weather.

SHELTER: Coordinate with the American Red Cross the sheltering of people in the event of an evacuation resulting from a large emergency and/or a disaster.

PUBLIC RELATIONS: Provides information on emergency management to the public and private sectors.

EMERGENCY MANAGEMENT ASSISTANCE GRANT: Provides partial salary for Emergency Management Director.

**EMERGENCY PLANNING, COMMUNITY RIGHT-TO-KNOW PLANNING GRANT:** Provides partial salary for Emergency Management Deputy Director/Planner.

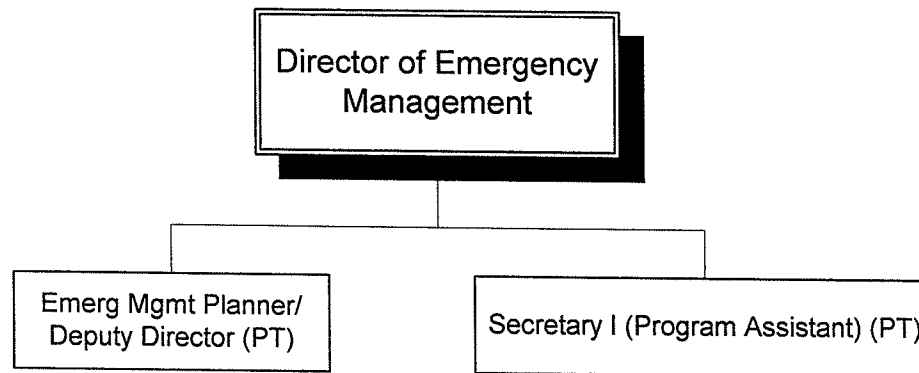
**EMERGENCY PLANNING AND COMMUNITY RIGHT-TO-KNOW COMPUTER & HAZMAT EQUIPMENT GRANT:** Provides funding for HAZMAT (Hazardous Materials) planning, training and equipment.

**FEDERAL HOMELAND SECURITY EQUIPMENT GRANTS:** To increase response capability of first responders, infrastructure security and continuity of government to lessen the effects of a WMD terrorist attack countywide.

**COUNTYWIDE HAZARD MITIGATION PLANNING PROGRAM:** Work with all local county jurisdictions to lessen the impact of natural or manmade disasters.

**SCHOOL EMERGENCY PLANNING:** Coordinating through law enforcement, fire services, emergency management and schools emergency planning for disaster response.

# EMERGENCY MANAGEMENT



# **EMERGENCY MANAGEMENT**

**Department: 100-107 Fund: General Fund  
2012 BUDGET NARRATIVE**

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

**TELEPHONE:** 236-7463

## **2011 ACCOMPLISHMENTS:**

1. Continued emergency planning efforts with local school districts in addition to starting the process with Neenah School District.
2. Coordinated "NIMS" compliance countywide with department heads, local officials and first responders.
3. Working with public safety officials in areas of planning, exercising and equipment acquisitions. Held trainings to better prepare First Responder Groups to include: PIO Workshop, E-Sponder and Weather Spotter.
4. Continued to enhance the Outdoor Tornado Siren Program by adding a portable siren for alerting attendee's at the many large outdoor events that are held in Winnebago County.
5. Participated in exercises to include: Public Health, EAA Severe Weather, Public/Private Partnership Crisis Communications with Plexus, JJ Keller and Aurora Hospital.
6. Continued "NOAA Weather Radio" program.
7. Respond to local severe weather events which have included 2 tornados in the Wolf River area and a high wind event in the Town of Clayton, Town of Menasha and Cities of Neenah and Menasha.
8. Winnebago County Public-Private Partnership, Inc. was able to offer a full season of meeting and training offerings from September of 2010 until May of 2011. The Partnership held its third annual tabletop exercise which included representatives from the private, nonprofit, and public sectors.
9. Participated in the region-wide "Long Term Power-outage" planning efforts.
10. Continue to develop a web-based, real-time damage assessment application to be used during disasters.
11. Continue to plan for disaster response with citizens who have special needs in the community



12. Continue to enhance “MyStateUSA”, a reverse 911 system which improves emergency notification capabilities. Also, continuing to expand and train more agencies to use this system for emergency call-outs for personnel.
13. Continue to promote self-registration of all phone numbers for emergency cell phone notification.
14. Continue to work with 100 facilities that are required to plan and report EHS’s and convert all planning to the new WHOPPRS State Chemical Database.
15. Continue to update “Emergency Operations Plan” and revise the plan to “Emergency Support Functions”.
16. Continue to update the Emergency Management Command Vehicle and provide training to outside agencies.
17. Update Emergency Operations Center for better situational awareness.

#### **2012 GOALS & OBJECTIVES:**

1. Identify new sources of Emergency Management and Homeland Security grants while assisting other agencies with their grant development.
2. Continue the process of emergency planning with long term power outages.
3. Allocate funding of portable radio replacements.
4. Continue to coordinate “National Incident Management System” (NIMS) training and compliance.
5. Update the “County Emergency Operations Plan” including the implementation of ESF’s (Emergency Support Functions) and distribute to all emergency officials and department heads.
6. Continue the process of “School Emergency Planning” with all county school districts.
7. Continue with local training for Winnebago County First Responders.
8. Continue to participate in the Winnebago County Public-Private Partnership Inc.
9. Increase personal preparedness outreach to individuals and business continuity preparedness to local business.
10. Develop and implement an “Emergency Planning and Community Right to Know Act” (EPCRA) exercise.
11. Continue to utilize E-Sponder, an on-line Emergency Operations Center tool, to enhance emergency management capabilities.
12. Continue to promote social media as a public information tool.
13. Continue to maintain the emergency notification tools utilized by this office which include: outdoor tornado warning sirens, NOAA weather radio sales, MyStateUSA cell self-registration and Social Media.

# EMERGENCY MANAGEMENT

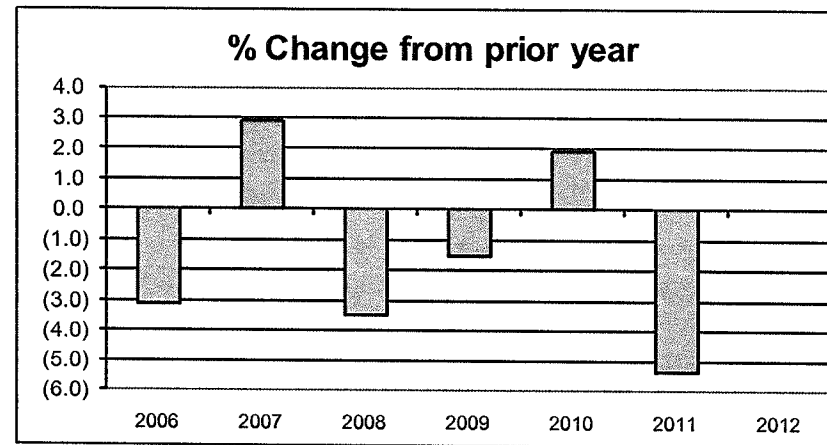
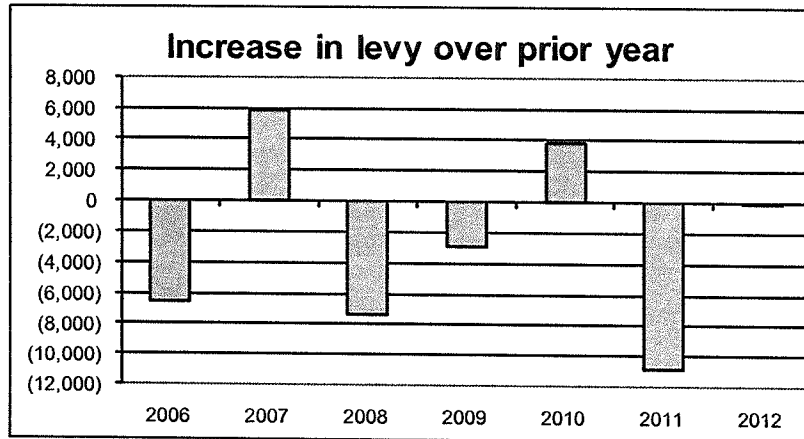
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	2	2	2	2	2	1	1	1	1	1
Part Time	1	1	1	1	1	2	2	2	2	2
Total	3	3	3	3	3	3	3	3	3	3

There are no changes to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$190,812, a decrease of \$26 or 0.0% change from 2011.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Emergency Management

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 190,838	
<b>Revenue Changes - impact on levy:</b>		
<b>Expense Changes - impact on levy:</b>		
Wages	8,642	Wages went up a higher percentage than most other departments because an employee left and was replaced with a new employee at a higher pay because he transferred from another department.
Fringe benefits	536	Most other departments had decreases because of employees now having to pay 1/2 of the required contribution to Wisconsin Retirement. However, with this department, because a new employee came in at a higher pay rate, the reduction in Wisconsin Retirement is offset by the increase due to the higher wages.
Capital	(4,500)	Less capital being requested in 2012
Operating grants	(7,000)	Anticipated reduction in undesignated grants
Other small changes	2,296	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 190,812	

**Winnebago County**  
**Budget Detail - 2012**  
**Emergency Management**  
100 - 107

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
EMA Grant	50,390	78,754	41,839	83,678	83,678	83,678	83,678	0.0%
EPCRA Grant	92,821	49,659	40,722	51,406	51,406	51,406	51,406	0.0%
Grants	64,077	47,630	165,910	0	0	0	0	NA
<b>Intergovernmental</b>	<b>207,287</b>	<b>176,043</b>	<b>248,471</b>	<b>135,084</b>	<b>135,084</b>	<b>135,084</b>	<b>135,084</b>	<b>0.0%</b>
Forms, Copies, Etc.	12	0	0	0	0	0	0	NA
<b>Public Services</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Cost Share - Municipalities	640	0	0	0	0	0	0	NA
<b>Intergovernmental Services</b>	<b>640</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Material Sales	8,740	1,370	1,569	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>8,740</b>	<b>1,370</b>	<b>1,569</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>216,679</b>	<b>177,413</b>	<b>250,040</b>	<b>135,084</b>	<b>135,084</b>	<b>135,084</b>	<b>135,084</b>	<b>0.0%</b>
Regular Pay	117,995	123,799	120,992	125,755	134,397	134,397	134,397	6.9%
Overtime	1,429	0	73	0	0	0	0	NA
Other Per Diem	40	0	0	500	500	500	500	0.0%
<b>Wages</b>	<b>119,464</b>	<b>123,799</b>	<b>121,064</b>	<b>126,255</b>	<b>134,897</b>	<b>134,897</b>	<b>134,897</b>	<b>6.8%</b>
Fringe Benefits	46,143	49,533	49,210	49,986	50,522	50,522	50,522	1.1%
Unemployment Comp	2,840	0	0	0	0	0	0	NA
<b>Fringes</b>	<b>48,983</b>	<b>49,533</b>	<b>49,210</b>	<b>49,986</b>	<b>50,522</b>	<b>50,522</b>	<b>50,522</b>	<b>1.1%</b>
<b>Total Labor Costs</b>	<b>168,447</b>	<b>173,332</b>	<b>170,275</b>	<b>176,241</b>	<b>185,419</b>	<b>185,419</b>	<b>185,419</b>	<b>5.2%</b>
Registration & Tuition	1,000	872	1,000	1,200	1,200	1,200	1,200	0.0%
Automobile Allowance	2,899	2,072	1,779	3,000	2,100	2,100	2,100	-30.0%
Commercial Travel	0	0	378	0	0	0	0	NA
Meals	885	256	456	735	1,050	1,050	1,050	42.9%
Lodging	280	210	138	1,470	2,030	2,030	2,030	38.1%
Other Travel Exp	0	0	19	0	0	0	0	NA
Taxable Meals	35	0	0	0	0	0	0	NA
<b>Travel</b>	<b>5,099</b>	<b>3,410</b>	<b>3,770</b>	<b>6,405</b>	<b>6,380</b>	<b>6,380</b>	<b>6,380</b>	<b>-0.4%</b>

**Winnebago County**  
**Budget Detail - 2012**  
**Emergency Management**  
100 - 107

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Equipment	23,606	17,893	50,859	45,000	40,500	40,500	40,500	-10.0%
<b>Capital</b>	<b>23,606</b>	<b>17,893</b>	<b>50,859</b>	<b>45,000</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>-10.0%</b>
Office Expenses								
Office Supplies	937	1,202	2,000	2,000	1,500	1,400	1,400	-30.0%
Stationery and Forms	193	135	0	150	200	200	200	33.3%
Printing Supplies	324	186	153	200	200	200	200	0.0%
Print & Duplicate	78	0	101	200	200	200	200	0.0%
Postage and Box Rent	5	143	50	25	25	25	25	0.0%
Subscriptions	0	502	927	710	710	710	710	0.0%
Membership Dues	55	70	65	145	145	145	145	0.0%
Publish Legal Notices	335	197	203	250	300	300	300	20.0%
Operating Expenses								
Education & Training	0	0	1	0	0	0	0	NA
Telephone	5,801	5,755	8,159	6,000	6,000	6,000	6,000	0.0%
Food	593	1,258	2,481	450	450	450	450	0.0%
Small Equipment	1,232	17,112	3,017	10,500	10,500	10,500	10,500	0.0%
Other Operating Supplies	35	0	148	0	0	0	0	NA
Automobile Allowance-Other	53	0	0	0	0	0	0	NA
Materials for Resale	8,815	1,469	1,618	0	0	0	0	NA
Auto Allowance - Taxable	137	0	0	0	0	0	0	NA
Repairs & Maintenance								
Maintenance - Equipment	451	128	0	600	500	500	500	-16.7%
Maintenance-Vehicles	0	296	77	500	500	500	500	0.0%
Other Maint. Supplies	17,732	0	0	0	0	0	0	NA
Maintenance Supplies								
Motor Fuel	10	0	0	100	2,000	2,000	2,000	1900.0%
Utilities								
Power and Light	4,044	3,808	4,115	3,750	4,000	4,000	4,000	6.7%
Contractual Services								
Vehicle Repairs	4	0	15	100	1,500	1,500	1,500	1400.0%
Equipment Repairs	8,693	8,174	14,558	15,000	15,000	15,000	15,000	0.0%
Data Processing	4,596	4,596	4,878	2,500	2,500	2,500	2,500	0.0%
Professional Service	48,695	51,744	47,734	20,000	20,000	17,500	17,500	-12.5%
Other Sundry & Fixed Charges								

**Winnebago County**  
**Budget Detail - 2012**  
**Emergency Management**  
100 - 107

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Operating Grants	37,250	25,492	97,479	29,000	22,000	22,000	22,000	-24.1%
Interfund Expenses								
Print & Duplicate	1,217	1,612	1,565	1,200	1,200	1,200	1,200	0.0%
Postage and Box Rent	1,124	576	518	700	700	700	700	0.0%
Maintenance Vehicles	2,247	742	585	1,000	2,000	2,000	2,000	100.0%
Motor Fuel	417	236	470	500	500	500	500	0.0%
Lubricants	48	56	55	50	50	50	50	0.0%
Equipment Repairs	440	429	495	528	495	495	495	-6.3%
Prop. & Liab. Insurance	3,168	1,798	1,620	2,118	3,022	3,022	3,022	42.7%
Other Operating Expenses	148,728	127,715	193,087	98,276	96,197	93,597	93,597	-4.8%
<b>TOTAL EXPENSES</b>	<b>345,880</b>	<b>322,350</b>	<b>417,990</b>	<b>325,922</b>	<b>328,496</b>	<b>325,896</b>	<b>325,896</b>	<b>0.0%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>129,201</b>	<b>144,937</b>	<b>167,951</b>	<b>190,838</b>	<b>193,412</b>	<b>190,812</b>	<b>190,812</b>	<b>0.0%</b>

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

<u>Department</u>	<u>Description</u>	<u>Quant</u>	<u>Special Equip (Note)</u>	<u>Other</u>	<u>Capital Outlay</u>
Emergency Management	Sirens	2	-	40,500	40,500

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

## SUMMARY BY DIVISION

	<u>Expenses</u>	<u>Revenues</u>	<u>Adjustments</u>	<u>Levy</u>
<b>TRANSPORTATION</b>				
Airport	\$ 3,215,115	\$ 1,482,500	\$ (1,693,195)	\$ 39,420
Airport Debt	\$ 193,000	\$ -	\$ -	\$ 193,000
Highway Department	13,211,548	11,730,862	(1,480,686)	-
County Road Maintenance	3,124,242	2,725,918	-	398,324
Underground Storage Tanks	3,000	-	(3,000)	-
	<u>\$ 19,746,905</u>	<u>\$ 15,939,280</u>	<u>\$ (3,176,881)</u>	<u>\$ 630,744</u>



# AIRPORT

Department: 510-XXX Fund: Airport Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 236-4930

## MISSION STATEMENT:

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

## PROGRAM DESCRIPTION:

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

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

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

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

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

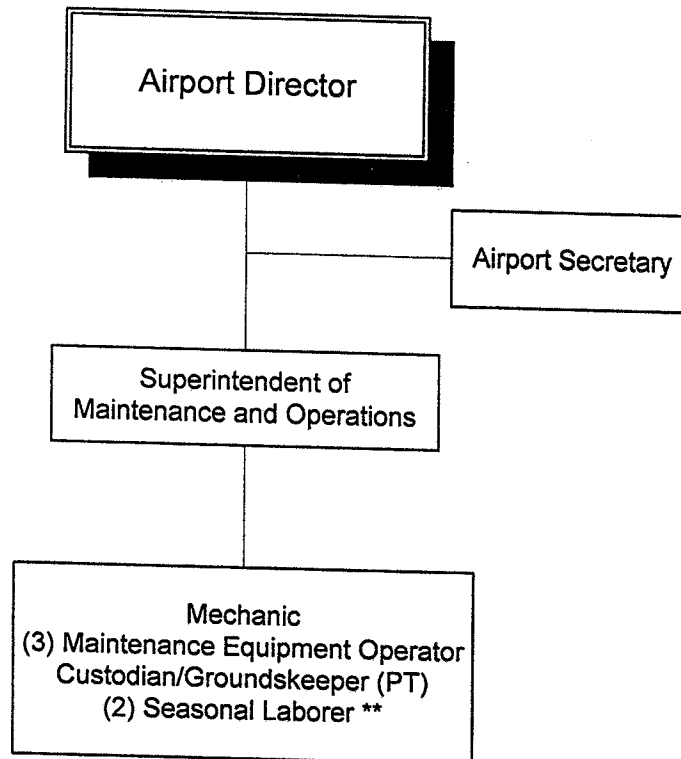
**TERMINAL BUILDING** Provide a central airport facility to host aviation and non-aviation related businesses and airport administration. Rent available space to concessionaires.

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

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

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

# AIRPORT



\*\* Unclassified position

# AIRPORT

Department: 510-XXX      Fund: Airport  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD:

Peter M. Moll

LOCATION:

Wittman Regional Airport  
525 W. 20<sup>th</sup> Avenue  
Oshkosh, WI 54902-6871

TELEPHONE: 236-4930

## 2011 ACCOMPLISHMENTS:

1. Surpassed budgeted projections with storage of government-owned military vehicles manufactured by Oshkosh Corporation.
2. Completed design work with Dept. of Transportation bureau of Aeronautics and OMNNI Associates on perimeter road and fence project.
3. Continued investigation of specialized snow removal equipment replacement alternatives.
4. Continued streamlining maintenance operations by eliminating obsolete and inoperative equipment and inventory.
5. Partnered with CommAvia and Chamco to develop an airport marketing consortium to potentially acquire available property adjacent to the airport and attract aviation businesses to Wittman Airport.
6. Continued adjacent land acquisition processes.
7. Achieved nearly 100% hangar occupancy.
8. Acquired pavement paint striper and improved marking visibility for pilots and vehicle operators around the airport.
9. Became the official airport sponsor for television show "The Aviators," an internationally-broadcast TV show about all things aviation.
10. Conducted FAA regional Runway Safety Action Team (RSAT) meeting to enhance specific airport safety mandates.
11. Commenced update and enhancements to website.

**2012 GOALS & OBJECTIVES:**

- 1. Continue to seek alternative and additional revenue sources to move Wittman Regional Airport towards a more self-funding financial state.**
- 2. Continue to operate airport in a safe manner while complying with budget restrictions and directives.**
- 3. Maximize the use of Federal & State monies for development to put Wittman Regional Airport in the best financially competitive and marketable position.**
- 4. Continue pavement improvements with crack filling & small pavement portion replacement.**
- 5. Continue partnerships with CommAvia and Chamco to attract new aviation businesses to, and assist existing businesses at Wittman Regional Airport.**
- 6. Continue to pursue and acquire available adjacent airport properties for greater business marketability and hangar development alternatives.**
- 7. Continue to identify more efficient operations and maintenance methods.**
- 8. Continue to evaluate specialty motor vehicle fleet for future replacements, and begin vehicle replacement program.**
- 9. Increase public education of the airport's benefits and mission.**
- 10. Commence terminal and FBO ramp reconstruction project, with funding from FAA (95%), State DOT (2.5%) and county funding (2.5%)**
- 11. Reconstruct aircraft ramp at east end of Taxiway D (Fox Valley Technical College) with funding from State DOT (80%) and county funding (20%)**
- 12. Establish long-term sponsorship agreement with The Aviators TV show to increase airport visibility to the aviation community.**

# AIRPORT

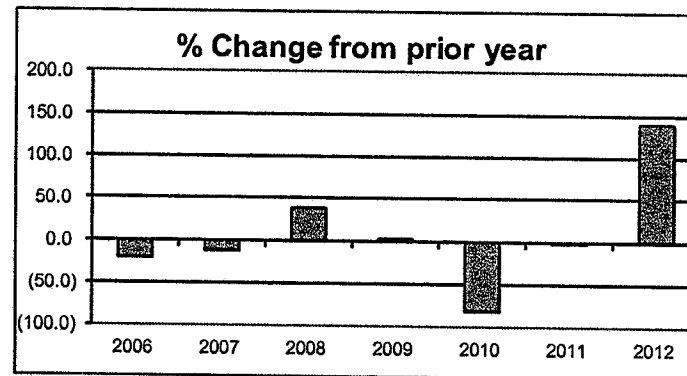
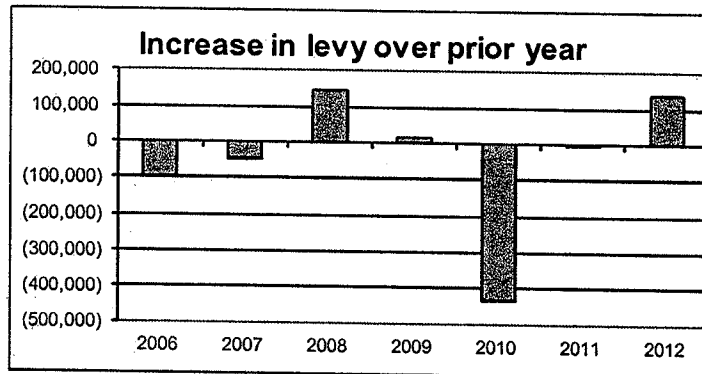
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	7	7	7	7	7	7	7	7	7	7
Part Time	4	4	2	2	2	2	2	2	2	1
Total	11	11	9	9	9	9	9	9	9	8

There are no proposed changes to the table of organization for 2012. There was one vacant position eliminated during 2011.

**COUNTY LEVY:** The net tax levy for 2012 is \$232,420, an increase of \$135,611 or 140.1% over 2011. In 2011, the County applied \$300,000 of the fund balance to reduce the tax levy. Fund reserves of \$400,000 are being applied in 2012 to apply to the purchase of land adjacent to the Airport.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Airport

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 96,809	
<b>Revenue Changes - impact on levy:</b>		
Fund balance applied to reduce levy.	300,000	We reduced the 2011 total Airport levy by applying \$300,000 of fund balance. No fund balance is being applied to 2012.
Land rental	(280,000)	We had anticipated losing quite a bit of revenue from Oshkosh Corp for vehicle storage in 2011. However that never happened and we are projecting still receiving the revenue in 2012.
<b>Expense Changes - impact on levy:</b>		
Wages	(3,225)	Slight decrease from 2011 due to eliminating a vacant position. The decrease was partially offset by the regular raises.
Fringe benefits	(22,845)	Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Equipment - Capital	107,900	There was very little capital purchased in the 2011 budget. The 2012 budget has a few items. See the capital outlay list after the budget worksheet for detail.
Capital Outlay - Land	400,000	Land purchase for economic development.
Water & sewer	40,000	We had under budgeted them in 2011. The 2012 budget more closely matches history.
Debt service	16,000	Principal & interest payments are higher in 2012 than they were in 2011.
Other small changes	(22,219)	This is a combination of increases and decreases in revenue and expense accounts.
Reserves applied	(400,000)	Reserves being applied to the purchase of land.
<b>Tax Levy 2012</b>	\$ 232,420	

**Winnebago County  
Budget Detail - 2012  
Airport Fund  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2010 Adopted to 2011 Adopted
Rental Revenues	54,396	57,765	42,884	38,000	39,000	39,000	39,000	2.6%
Airport Landing Fees	2,976	3,318	4,686	3,500	4,000	4,000	4,000	14.3%
Fuel Flowage Fee	81,503	66,382	68,541	85,000	85,000	85,000	85,000	0.0%
Land Rental - Airport	683,558	1,862,013	1,590,865	720,000	1,000,000	1,000,000	1,000,000	38.9%
Building Rental - Airport	327,905	316,208	354,036	345,000	350,000	350,000	350,000	1.4%
<b>Public Services</b>	<b>1,150,338</b>	<b>2,305,686</b>	<b>2,061,011</b>	<b>1,191,500</b>	<b>1,478,000</b>	<b>1,478,000</b>	<b>1,478,000</b>	<b>24.0%</b>
Fees & Costs	0	0	12,500	3,000	3,000	3,000	3,000	0.0%
<b>Intergovernmental Services</b>	<b>0</b>	<b>0</b>	<b>12,500</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0.0%</b>
Interest-Investments	2	0	0	0	0	0	0	NA
<b>Interest on Investments</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Sale of Scrap	350	1,539	761	500	500	500	500	0.0%
Other Miscellaneous Revenues	19,796	1,103	902	700	1,000	1,000	1,000	42.9%
<b>Miscellaneous Revenues</b>	<b>20,146</b>	<b>2,642</b>	<b>1,663</b>	<b>1,200</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>25.0%</b>
Gain - Sale of Assets	1,159	0	0	0	0	0	0	NA
Capital Contributions	0	0	6,862,523	0	0	0	0	NA
<b>Other Financing Sources</b>	<b>1,159</b>	<b>0</b>	<b>6,862,523</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Transfers In	14,641	820	0	0	0	0	0	NA
<b>Other Operating Transfers</b>	<b>14,641</b>	<b>820</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>1,186,286</b>	<b>2,309,148</b>	<b>8,937,697</b>	<b>1,195,700</b>	<b>1,482,500</b>	<b>1,482,500</b>	<b>1,482,500</b>	<b>24.0%</b>
Regular Pay	373,244	392,140	394,704	404,147	407,575	400,922	400,922	-0.8%
Overtime	11,503	13,106	7,024	3,217	6,653	6,653	6,653	106.8%
<b>Wages</b>	<b>384,747</b>	<b>405,246</b>	<b>401,729</b>	<b>407,364</b>	<b>414,228</b>	<b>407,575</b>	<b>407,575</b>	<b>0.1%</b>
Fringe Benefits	198,405	207,210	211,243	206,741	183,896	183,896	183,896	-11.1%
Unemployment Comp	1,529	0	1,013	1,100	1,100	1,100	1,100	0.0%
Compensated Absences	(1,529)	1,581	3,787	0	0	0	0	NA
<b>Fringes</b>	<b>198,405</b>	<b>208,792</b>	<b>216,043</b>	<b>207,841</b>	<b>184,996</b>	<b>184,996</b>	<b>184,996</b>	<b>-11.0%</b>



**Winnebago County  
Budget Detail - 2012  
Airport Fund  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2010 Adopted to 2011 Adopted
<b>Total Labor Costs</b>	<b>583,152</b>	<b>614,037</b>	<b>617,771</b>	<b>615,205</b>	<b>599,224</b>	<b>592,571</b>	<b>592,571</b>	<b>-3.7%</b>
Registration & Tuition	65	65	325	260	460	460	460	76.9%
Automobile Allowance	0	220	91	0	0	0	0	NA
Commercial Travel	0	0	168	0	500	500	500	NA
Meals	0	0	41	0	0	0	0	NA
Lodging	0	148	931	600	1,100	1,100	1,100	83.3%
Other Travel Exp	0	0	63	0	0	0	0	NA
<b>Travel</b>	<b>65</b>	<b>433</b>	<b>1,618</b>	<b>860</b>	<b>2,060</b>	<b>2,060</b>	<b>2,060</b>	<b>139.5%</b>
Land	0	0	0	0	0	0	400,000	NA
Other Improvements	7,895	10,993	303,298	0	0	0	0	NA
Fixed Equipment	61,483	0	0	0	0	0	0	NA
Other Equipment	48,354	696,595	65,119	19,100	142,000	127,000	127,000	564.9%
<b>Capital</b>	<b>117,732</b>	<b>707,588</b>	<b>368,417</b>	<b>19,100</b>	<b>142,000</b>	<b>127,000</b>	<b>527,000</b>	<b>2659.2%</b>
Office Expenses								
Office Supplies	454	493	499	500	500	500	500	0.0%
Stationery and Forms	175	122	111	200	200	200	200	0.0%
Printing Supplies	194	151	185	175	175	175	175	0.0%
Postage and Box Rent	8	0	62	0	0	0	0	NA
Computer Software	1,300	0	0	0	0	0	0	NA
Membership Dues	225	475	965	1,000	1,475	975	975	-2.5%
Promotions-Airport	33,792	21,647	36,683	30,000	40,000	40,000	40,000	33.3%
Operating Expenses								
Telephone	9,200	9,784	9,603	7,300	7,300	7,300	7,300	0.0%
Small Equipment	16,560	17,694	22,437	40,875	20,375	35,375	35,375	-13.5%
Other Operating Supplies	4,510	4,652	10,563	6,100	5,600	5,600	5,600	-8.2%
Repairs & Maintenance								
Maintenance - Buildings	8,856	5,609	13,282	13,350	13,350	13,350	13,350	0.0%
Maintenance - Grounds	25,160	47,593	32,824	36,000	36,000	36,000	36,000	0.0%
Maintenance - Equipment	1,391	1,404	2,430	2,300	2,250	2,250	2,250	-2.2%
Maintenance-Vehicles	25,185	30,832	47,315	40,000	40,000	40,000	40,000	0.0%
Other Maint. Supplies	(2,737)	480	1,049	0	0	0	0	NA
Maintenance Supplies								
Motor Fuel	15,024	30,758	28,992	30,000	30,000	30,000	30,000	0.0%

**Winnebago County  
Budget Detail - 2012  
Airport Fund  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2010 Adopted to 2011 Adopted
Utilities								
Heat	81,617	68,669	62,610	92,500	92,000	92,000	92,000	-0.5%
Power and Light	115,317	119,715	120,287	115,000	111,000	101,000	101,000	-12.2%
Water and Sewer	138,616	170,004	176,746	131,900	131,900	171,900	171,900	30.3%
Refuse Collection	2,059	2,761	3,083	3,564	3,564	3,564	3,564	0.0%
Contractual Services								
Medical and Dental	306	357	483	500	500	500	500	0.0%
Pest Extermination	175	0	0	0	0	0	0	NA
Vehicle Repairs	7,220	13,007	13,691	14,000	14,000	14,000	14,000	0.0%
Equipment Repairs	12,202	23,424	12,588	13,300	12,300	12,300	12,300	-7.5%
Grounds Maintenance	60,167	80,681	115,907	77,100	72,750	72,750	72,750	-5.6%
Building Repairs	7,612	20,816	22,885	19,950	22,950	22,950	22,950	15.0%
Architect & Engineer	9,950	32,835	3,318	15,000	10,000	10,000	10,000	-33.3%
Insurance								
Prop & Liab Insurance	0	0	20	0	0	0	0	NA
Operating Licenses & Fees	150	534	618	660	660	660	660	0.0%
Depreciation & Amortization								
Depreciation Expense	971,176	890,045	928,425	720,315	1,293,195	1,293,195	1,293,195	79.5%
Other Sundry & Fixed Charges								
Bad Debts Expense	2,242	(1,025)	1,382	0	0	0	0	NA
Taxes & Assessments	0	425	485	500	500	500	500	0.0%
Other Miscellaneous	0	0	3	0	0	0	0	NA
Interfund Expenses								
Printing Supplies	0	(10)	0	0	0	0	0	NA
Print & Duplicate	550	714	960	500	500	500	500	0.0%
Postage and Box Rent	340	225	166	400	400	400	400	0.0%
Equipment Repairs	231	297	297	297	330	330	330	11.1%
Grounds Maintenance	8,990	26,189	14,510	10,000	10,000	10,000	10,000	0.0%
Prop. & Liab. Insurance	77,184	72,160	72,396	77,373	75,210	75,210	75,210	-2.8%
Other Operating Transfers								
Other Transfers Out	0	0	58,000	0	0	0	0	NA
Other Operating Expenses	1,635,402	1,693,517	1,815,858	1,500,659	2,048,984	2,093,484	2,093,484	39.5%
<b>TOTAL EXPENSES</b>	<b>2,336,351</b>	<b>3,015,574</b>	<b>2,803,664</b>	<b>2,135,824</b>	<b>2,792,268</b>	<b>2,815,115</b>	<b>3,215,115</b>	<b>50.5%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>1,150,065</b>	<b>706,426</b>	<b>(6,134,034)</b>	<b>940,124</b>	<b>1,309,768</b>	<b>1,332,615</b>	<b>1,732,615</b>	<b>84.3%</b>

**Winnebago County  
Budget Detail - 2012  
Airport Fund  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2010 Adopted to 2011 Adopted
Back out depreciation	(971,176)	(890,045)	(928,425)	(720,315)	(1,293,195)	(1,293,195)	(1,293,195)	79.5%
Levy for operations	<u>178,889</u>	<u>(183,618)</u>	<u>(7,062,458)</u>	<u>219,809</u>	<u>16,573</u>	<u>39,420</u>	<u>439,420</u>	<u>99.9%</u>
Debt Services								
Debt Principal Payments	33,366	69,626	116,322	119,000	148,000	148,000	148,000	24.4%
Debt Interest Payments	8,902	17,377	6,229	58,000	45,000	45,000	45,000	-22.4%
Close to Debt	(33,366)	(69,626)	(116,322)	0	0	0	0	NA
Levy for Debt	<u>8,902</u>	<u>17,377</u>	<u>6,229</u>	<u>177,000</u>	<u>193,000</u>	<u>193,000</u>	<u>193,000</u>	<u>9.0%</u>
Total levy for operations and debt	<u>187,790</u>	<u>(166,242)</u>	<u>(7,056,229)</u>	<u>396,809</u>	<u>209,573</u>	<u>232,420</u>	<u>632,420</u>	<u>59.4%</u>
Fund balance applied for land purchase							(400,000)	
Net Levy					<u>209,573</u>	<u>232,420</u>	<u>232,420</u>	

# AIRPORT PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
AIRPORT							1,482,500	(1,482,500)	(1,195,700)	(1,720,100)	24.0	(30.5)
Administration	771	592,571	2,060	400,000	1,624,610	2,619,241		2,619,241	1,685,168	1,825,833	55.4	(7.7)
Field Maintenance	772	-	-	-	278,450	278,450		278,450	274,926	261,560	1.3	5.1
Maintenance Shop	773	-	-	-	39,562	39,562		39,562	41,132	42,550	(3.8)	(3.3)
Fire Station	774	-	-	-	30,390	30,390		30,390	33,800	40,150	(10.1)	(15.8)
Tower	775	-	-	-	31,452	31,452		31,452	30,802	31,710	2.1	(2.9)
Terminal Building	776	-	-	-	234,520	234,520		234,520	209,520	212,758	11.9	(1.5)
West Terminal Wing	777	-	-	-	27,300	27,300		27,300	31,300	33,300	(12.8)	(6.0)
Other Buildings	778	-	-	-	20,200	20,200		20,200	21,200	21,200	(4.7)	0.0
Unclassified	779	-	-	127,000	-	127,000		127,000	(15,024)	218,500	(945.3)	(106.9)
<b>Grand Totals</b>		<u>592,571</u>	<u>2,060</u>	<u>527,000</u>	<u>2,286,484</u>	<u>3,408,115</u>	<u>1,482,500</u>	1,925,615	1,117,124	967,461	72.4	15.5
Depreciation Expense								(1,293,195)	(720,315)	(870,366)		
Reserves applied								(400,000)	(300,000)	-	N/A	N/A
(Income)/Loss on cash flow basis								<u>232,420</u>	<u>96,809</u>	<u>97,095</u>	140.1	(0.3)

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

<u>Department</u>	<u>Description</u>	<u>Quant</u>	<u>Special Equip (Note)</u>	<u>Other</u>	<u>Capital Outlay</u>
Airport	Land	1		400,000	400,000
	Backup cooling system - Control Tower cab	1		90,000	90,000
	Lift truck	1		23,000	23,000
	Truck w/mounted air compressor	1		14,000	14,000
		4	-	527,000	527,000

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

# HIGHWAY DEPARTMENT

Department: 610-XXX Fund: Highway  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD:  
LOCATION:

John M. Haese  
Winnebago County  
901 W. County Rd Y  
Oshkosh, WI 54901

TELEPHONE: 232-1750

## MISSION STATEMENT:

To provide safe, modern, efficient mode of transportation to the motoring public of Winnebago County, through cost effective maintenance, repair and construction of the current and future County Trunk Highway System.

## PROGRAM DESCRIPTION:

**COUNTY ROAD MAINTENANCE** Provides winter, routine and special road maintenance. Provide services including but not limited to snow plowing, salting/sanding, chip sealing, paving, drainage, mowing and various traffic control activities. Maintaining high standard road related services to insure safe, expedient travel along the County Trunk Highway System.

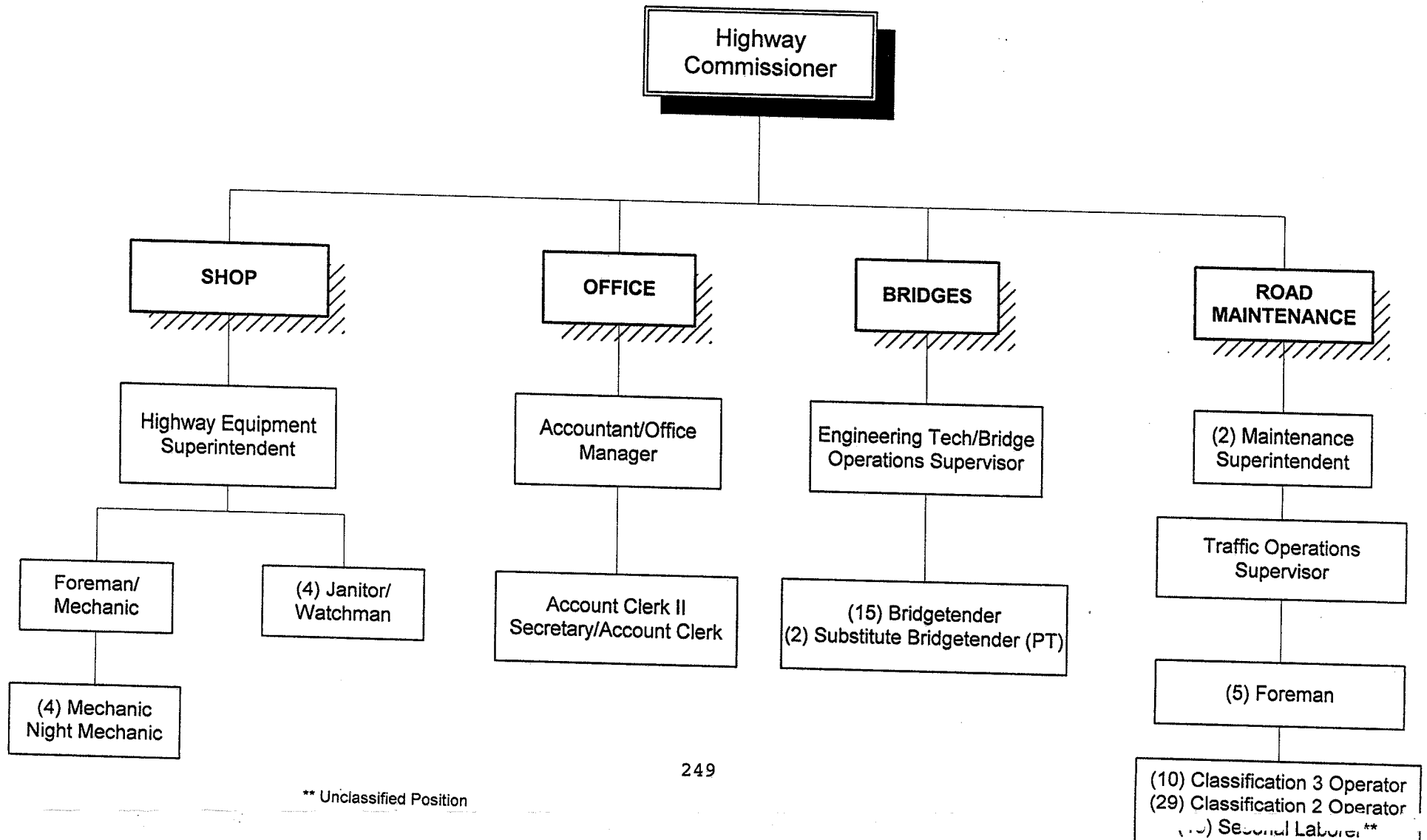
**STATE ROAD MAINTENANCE** Provides winter, routine, special road maintenance and assists with construction projects. Work with the Wisconsin Department of Transportation in maintaining the State Trunk Highway System. Activities include routine maintenance, winter maintenance, construction projects and emergency response to hazardous road conditions that may change rapidly at times.

**LOCAL ROAD MAINTENANCE** Provides winter, routine, special road maintenance and County Bridge Aid. Provides assistance in planning road improvements/maintenance. Provide routine and winter maintenance activities as required. Provide financial assistance for Bridge Aid projects.

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

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

# HIGHWAY



# HIGHWAY DEPARTMENT

Department: 610-XXX Fund: Highway  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD:  
LOCATION:

John M. Haese  
Winnebago County  
901 W. County Rd. Y  
Oshkosh, WI 54901

TELEPHONE: 232-1750

## 2011 ACCOMPLISHMENTS:

1. Completed design and right of way acquisition for the future construction of the CTH T project from CTH Y to CTH G in the Town of Vinland.
2. Continued the West Side Arterial Corridor study in order to identify a new west-side arterial near the City of Oshkosh.
3. Secured funding and completed the pavement rehabilitation of CTH F from Ginnow Road in the Town of Omro to CTH D in the Town of Poygan.
4. Secured funding and completed the pavement rehabilitation of CTH FF from STH 21 to CTH K in the Town of Omro.
5. Secured funding and completed the pavement rehabilitation of CTH MM from CTH M to Richter Lane in the Town of Winchester.
6. Completed the design phase of engineering related to the future replacement of the CTH K Bridge over the Fox River in Eureka.
7. Completed the design phase of the CTH I project from the intersection of CTH N, north to the City of Oshkosh.
8. Commenced design and construction of a Highway Department satellite facility to be constructed at USH 45 and CTH II.

## 2012 GOALS & OBJECTIVES:

1. Continue to upgrade the Winnebago County Highway System to the most current standards, using the latest methods, materials and technology available.
2. Continue to upgrade the current Winnebago County Comprehensive Transportation Plan in order to meet future transportation demands of the area.
3. Maintain the level of service that is currently being provided to the traveling public with existing available funds.



4. Secure funding and complete the pavement rehabilitation on CTH FF from STH 44 south to the northern boundary of Fond du Lac County.
5. Secure funding and complete the pavement rehabilitation on CTH M from STH 116 to CTH IL.
6. Secure funding and complete the pavement rehabilitation on CTH H from CTH AH to the eastern boundary of Waushara County.
7. Secure funding and complete the reconstruction of CTH T from CTH Y to CTH GG.
8. Secure funding and complete the reconstruction of CTH M from STH 44 to the northern boundary of Fond du Lac County.
9. Complete the design and right of way acquisition for the future construction of CTH A from Indian Point Road to the City of Neenah.
10. Complete reconstruction of the CTH K Bridge over the Fox River in Eureka.
11. Begin design process for replacement of bridge structure B-70-714 on CTH G in the City of Neenah.
12. Continue the West Side Arterial Study in order to determine the location of a future highway corridor in the Oshkosh area.

# HIGHWAY

## 2012 BUDGET NARRATIVE HIGHLIGHTS

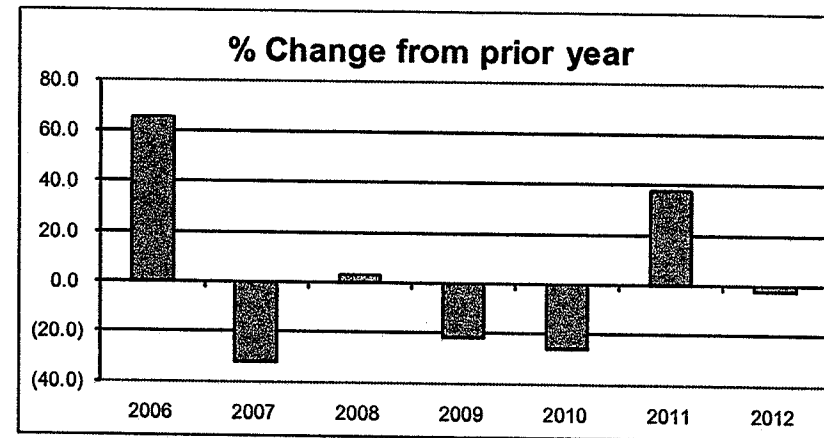
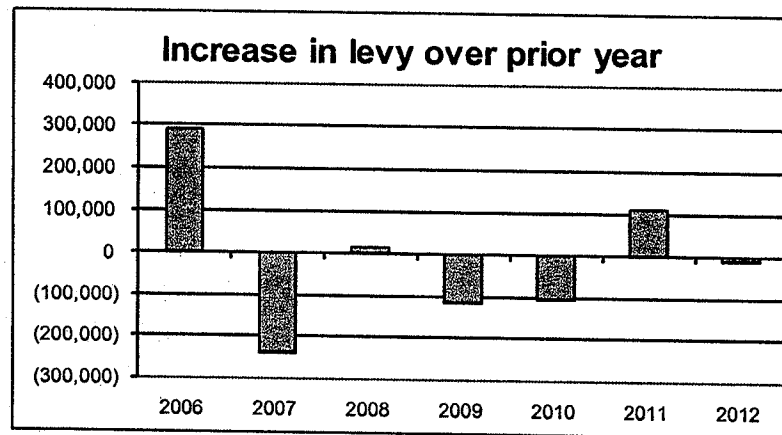
### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	83	83	83	83	78	78	78	78	78	78
Part Time	4	4	4	4	2	2	2	2	2	2
Total	87	87	87	87	80	80	80	80	80	80

There is no change to the table of organization for 2012.

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

The 2012 tax levy in the General Fund for County Road Maintenance is \$398,324, a decrease of \$9,520 or 2.3% under 2011.



# **SIGNIFICANT CHANGES FROM 2011 ADOPTED - Highway**

Impact on the Operating Budget (Excludes Debt Service)

Account	Effect on Surplus Increase (Decrease)	Total	Description
<b>Significant changes from 2011</b>			
2011 Budgeted Surplus (Deficit)		\$ (216,578)	
<b>Significant changes to revenues:</b>			
Intergovernmental services revenue	(501,616)		Decreases in services to be provided to State and municipalities because they have less funding available for road projects.
Interfund services revenue	(57,760)		Large decrease is due to less work on municipal bridges and culverts.
<b>Significant changes to expenses:</b>			
Wages	85,804		There is a decrease in wages due to staff turnover. Long term employees leaving were paid at the top end of the pay scale. New employees enter a the lower end of the pay scale.
Fringe benefits	277,001		Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Road maintenance materials	(115,320)		Increase in amount of material needed due to planned resurfacing projects planned for 2012; increase in cost of materials overall
Motor fuel	(111,062)		Increase in cost of motor fuel. Calculation based on past years gallons used. Usage is expected to be about the same.
Architectural & engineering	214,436		This expense is decreasing because...

Account	Effect on Surplus Increase (Decrease)	Total	Description
Machinery rental cost allocation	170,387		This is a reimbursement we are getting because...
Transfer out to County Road Maintenance	(47,770)		Larger transfer needed to county road maintenance to keep levy down.
Other small changes	20,679		This is a combination of increases and decreases in revenue and expense accounts.
<b>2012 Budgeted Surplus (Deficit)</b>		<b>\$ (281,799)</b>	

**Winnebago County  
Budget Detail - 2012  
Highway Fund  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Permit Fees	17,107	12,994	14,403	15,450	15,000	15,000	15,000	-2.9%
<b>Licenses &amp; Permits</b>	<b>17,107</b>	<b>12,994</b>	<b>14,403</b>	<b>15,450</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>-2.9%</b>
Highway Services	13,699	511	226	9,325	8,060	8,060	8,060	-13.6%
Forms, Copies, Etc.	17	11	15	45	45	45	45	0.0%
Rental Revenues	350	0	0	350	350	350	350	0.0%
<b>Public Services</b>	<b>14,066</b>	<b>522</b>	<b>242</b>	<b>9,720</b>	<b>8,455</b>	<b>8,455</b>	<b>8,455</b>	<b>-13.0%</b>
Hwy Maint-State	3,288,704	2,945,331	2,478,738	3,222,855	2,965,539	2,965,539	2,965,539	-8.0%
Hwy Maint-Municipal	2,155,255	2,419,327	1,975,985	2,520,676	2,315,433	2,315,433	2,315,433	-8.1%
Hwy Non-Road Related Revenues	278,205	243,606	240,348	268,919	230,827	230,827	230,827	-14.2%
Hwy-Health Agency Revenues	5,631	7,999	2,012	15,645	12,850	12,850	12,850	-17.9%
Hwy-Culture, Rec & Ed Revenues	6,842	6,092	2,933	2,930	4,760	4,760	4,760	62.5%
Hwy-Conservation & Dev Revenue	1,478	889	463	1,050	1,050	1,050	1,050	0.0%
<b>Intergovernmental Services</b>	<b>5,736,115</b>	<b>5,623,245</b>	<b>4,700,478</b>	<b>6,032,075</b>	<b>5,530,459</b>	<b>5,530,459</b>	<b>5,530,459</b>	<b>-8.3%</b>
Hwy Maint. - Municipal	25,095	10,206	41,930	176,118	40,100	40,100	40,100	-77.2%
Highway Services	5,132,184	5,228,392	6,091,149	5,992,890	6,071,148	6,071,148	6,071,148	1.3%
<b>Interfund Revenues</b>	<b>5,157,279</b>	<b>5,238,598</b>	<b>6,133,079</b>	<b>6,169,008</b>	<b>6,111,248</b>	<b>6,111,248</b>	<b>6,111,248</b>	<b>-0.9%</b>
Interest-Investments	74,810	53,253	18,431	35,000	25,000	25,000	25,000	-28.6%
<b>Interest on Investments</b>	<b>74,810</b>	<b>53,253</b>	<b>18,431</b>	<b>35,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>-28.6%</b>
Sale of Scrap	27,949	10,676	23,271	6,600	8,700	8,700	8,700	31.8%
Other Miscellaneous Revenues	72,903	34,794	27,695	31,800	32,000	32,000	32,000	0.6%
<b>Miscellaneous Revenues</b>	<b>100,852</b>	<b>45,470</b>	<b>50,966</b>	<b>38,400</b>	<b>40,700</b>	<b>40,700</b>	<b>40,700</b>	<b>6.0%</b>
Capital Contributions	79,719	(3,671)	0	0	0	0	0	NA
<b>Other Financing Sources</b>	<b>79,719</b>	<b>(3,671)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>11,179,949</b>	<b>10,970,411</b>	<b>10,917,598</b>	<b>12,299,653</b>	<b>11,730,862</b>	<b>11,730,862</b>	<b>11,730,862</b>	<b>-4.6%</b>
Regular Pay	3,001,011	3,112,913	3,191,386	3,384,300	3,298,496	3,298,496	3,298,496	-2.5%
Overtime	451,965	336,802	230,059	277,000	255,000	255,000	255,000	-7.9%
Regular Pay	31,524	13,366	8,561	15,000	0	0	0	0.0%

**Winnebago County**  
**Budget Detail - 2012**  
**Highway Fund**  
ALL

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Wages</b>	<b>3,484,501</b>	<b>3,463,081</b>	<b>3,430,006</b>	<b>3,676,300</b>	<b>3,553,496</b>	<b>3,553,496</b>	<b>3,553,496</b>	<b>-3.3%</b>
Fringe Benefits	1,795,201	1,852,312	1,858,996	1,858,419	1,581,418	1,581,418	1,581,418	-14.9%
<b>Fringes</b>	<b>1,795,201</b>	<b>1,852,312</b>	<b>1,858,996</b>	<b>1,858,419</b>	<b>1,581,418</b>	<b>1,581,418</b>	<b>1,581,418</b>	<b>-14.9%</b>
<b>Total Labor Costs</b>	<b>5,279,702</b>	<b>5,315,393</b>	<b>5,289,003</b>	<b>5,534,719</b>	<b>5,134,914</b>	<b>5,134,914</b>	<b>5,134,914</b>	<b>-7.2%</b>
Registration & Tuition	1,811	5,157	1,989	4,130	3,130	3,130	3,130	-24.2%
Automobile Allowance	1,076	790	529	675	695	695	695	3.0%
Commercial Travel	347	0	0	0	0	0	0	NA
Meals	1,402	786	723	1,155	1,005	1,005	1,005	-13.0%
Lodging	2,250	1,347	1,722	3,190	3,230	3,230	3,230	1.3%
Other Travel Exp	126	5	1	120	120	120	120	0.0%
Taxable Meals	38	133	175	125	225	225	225	80.0%
<b>Travel</b>	<b>7,049</b>	<b>8,218</b>	<b>5,139</b>	<b>9,395</b>	<b>8,405</b>	<b>8,405</b>	<b>8,405</b>	<b>-10.5%</b>
<b>Office Expenses</b>								
Office Supplies	1,992	1,722	2,238	2,015	2,055	2,055	2,055	2.0%
Printing Supplies	634	554	471	500	500	500	500	0.0%
Print & Duplicate	285	698	144	450	450	450	450	0.0%
Postage and Box Rent	598	623	490	500	670	670	670	34.0%
Computer Software	2,932	0	0	0	0	0	0	NA
Advertising	1,874	0	186	250	250	250	250	0.0%
Subscriptions	576	708	372	600	600	600	600	0.0%
Membership Dues	120	120	120	120	120	120	120	0.0%
<b>Operating Expenses</b>								
Telephone	13,803	13,060	14,941	15,480	15,530	15,530	15,530	0.3%
Household Supplies	325	670	791	600	600	600	600	0.0%
Clothing & Uniforms	0	0	0	0	100	100	100	NA
Food	575	0	653	0	0	0	0	NA
Small Equipment	14,430	23,133	12,725	26,720	30,635	30,635	30,635	14.7%
Shop Supplies	37,848	40,171	32,057	42,000	43,200	43,200	43,200	2.9%
Medical Supplies	428	359	318	500	500	500	500	0.0%
Other Operating Supplies	2,970	2,888	1,853	1,700	2,400	2,400	2,400	41.2%
Safety Supplies	2,004	3,824	2,479	3,500	3,500	3,500	3,500	0.0%
<b>Repairs &amp; Maintenance</b>								

**Winnebago County  
Budget Detail - 2012  
Highway Fund  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Road Maintenance Materials	2,019,317	2,921,301	3,254,024	3,051,250	3,166,570	3,166,570	3,166,570	3.8%
Maintenance - Grounds	0	322	10,158	0	0	0	0	NA
Consumable Tools	8,734	11,247	14,744	8,000	8,200	8,200	8,200	2.5%
Construction Supplies								
Sodium Chloride	169,606	165,671	93,712	183,500	180,450	180,450	180,450	-1.7%
Calcium Chloride	0	3	0	50	100	100	100	100.0%
Small Hardware	3,497	4,875	5,544	2,750	2,800	2,800	2,800	1.8%
Maintenance Supplies								
Other Elect. Products	4,939	1,343	(720)	0	0	0	0	NA
Other Plumbing Prod.	0	2	0	0	0	0	0	NA
Other Building Materials	15,137	16,334	34,629	14,205	14,500	14,500	14,500	2.1%
Motor Fuel	898,968	404,563	450,662	708,485	819,547	819,547	819,547	15.7%
Lubricants	24,553	30,437	33,144	28,670	30,000	30,000	30,000	4.6%
Machine & Equip Parts	419,131	361,093	358,198	337,200	349,100	349,100	349,100	3.5%
Tires & Batteries	65,181	59,310	60,241	52,500	56,000	56,000	56,000	6.7%
Utilities								
Heat	37,821	25,277	10,883	36,800	31,500	31,500	31,500	-14.4%
Power and Light	95,033	71,918	74,816	94,550	90,050	90,050	90,050	-4.8%
Water and Sewer	18,067	26,462	25,551	19,625	24,110	24,110	24,110	22.9%
Refuse Collection	0	158	0	0	0	0	0	NA
Contractual Services								
Medical and Dental	4,180	5,059	4,381	5,650	5,700	5,700	5,700	0.9%
Pest Extermination	442	466	466	600	600	600	600	0.0%
Other Repair & Maint.-Streets	139,183	197,882	169,090	256,700	215,000	215,000	215,000	-16.2%
Equipment Repairs	31,892	40,060	22,802	61,550	58,000	58,000	58,000	-5.8%
Grounds Maintenance	364	2,576	0	200	200	200	200	0.0%
Building Repairs	32,771	11,887	27,224	23,400	23,300	23,300	23,300	-0.4%
Professional Service	0	0	800	0	0	0	0	NA
Architect & Engineer	5,214	9,761	0	214,436	0	0	0	0.0%
Administration Fee	0	0	73	0	0	0	0	NA
Rental Expenses								
Equipment Rental	38,923	34,465	49,949	46,800	47,520	47,520	47,520	1.5%
Insurance								
Operating Licenses & Fees	548	739	1,414	815	940	940	940	15.3%
Depreciation & Amortization								
Depreciation Expense	992,651	1,014,418	1,034,009	1,046,473	1,060,281	1,060,281	1,060,281	1.3%
Other Sundry & Fixed Charges								

**Winnebago County  
Budget Detail - 2012  
Highway Fund  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Miscellaneous	257	18	0	0	0	0	0	NA
Cost Allocations								
Shop Services	0	0	0	0	100	100	100	NA
Fuel Handling	0	0	0	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	3,225	3,094	4,325	2,950	3,010	3,010	3,010	2.0%
Postage and Box Rent	1,511	1,596	1,590	2,300	2,000	2,000	2,000	-13.0%
Heat	9,580	16,096	13,130	15,000	15,000	15,000	15,000	0.0%
Refuse Collection	10,182	11,435	13,673	15,220	16,430	16,430	16,430	8.0%
Medical and Dental	0	0	0	0	100	100	100	NA
Repair & Maint. - Streets	8,421	0	0	0	0	0	0	NA
Equipment Repairs	660	726	627	763	763	763	763	0.0%
Grounds Maintenance	0	8,155	13,150	16,308	13,000	13,000	13,000	-20.3%
Prop. & Liab. Insurance	118,344	127,019	136,212	152,976	168,431	168,431	168,431	10.1%
Other Uses of Funds								
Close to Assets & Lia	(3,455)	(188)	(16,412)	(62,870)	(51,750)	(51,750)	(51,750)	-17.7%
Other Operating Transfers								
Other Transfers Out	200,000	200,000	356,958	524,363	572,133	572,133	572,133	9.1%
Other Operating Expenses	5,473,808	5,891,121	6,345,481	6,972,117	7,039,729	7,039,729	7,039,729	1.0%
<b>TOTAL EXPENSES</b>	<b>10,760,560</b>	<b>11,214,732</b>	<b>11,639,623</b>	<b>12,516,231</b>	<b>12,183,048</b>	<b>12,183,048</b>	<b>12,183,048</b>	<b>-2.7%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>419,389</b>	<b>(244,322)</b>	<b>(722,024)</b>	<b>(216,578)</b>	<b>(452,186)</b>	<b>(452,186)</b>	<b>(452,186)</b>	<b>108.8%</b>
Additional cash disbursements that do not appear on the income statements								
Other Equipment	777,172	903,522	982,087	1,085,500	1,028,500	1,028,500	1,028,500	-5.3%
Capital	777,172	903,522	982,087	1,085,500	1,028,500	1,028,500	1,028,500	-5.3%
Debt Principal Payments	14,562	17,212	19,198	22,334	26,548	26,548	26,548	18.9%
Debt Services	14,562	17,212	19,198	22,334	26,548	26,548	26,548	18.9%



## HIGHWAY PROGRAM BUDGETS

								TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	2012	2011	2010	2012 OVER 2011	2011 OVER 2010
								ADOPTED	ADOPTED	ADOPTED		
HIGHWAY:												
Highway Administration	401	-	-	-	572,133	572,133	56,850	515,283	457,513	278,608	12.6	64.2
Highway Supervision	402	127,000	750	-	122,690	250,440	250,440	-	-	(767)	#DIV/0!	N/A
Highway Radio	403	-	-	-	9,400	9,400	3,100	6,300	6,585	6,775	(4.3)	(2.8)
Highway Insurance	404	-	-	-	40,448	40,448	23,200	17,248	17,486	14,010	(1.4)	24.8
Highway Administration	411	198,000	2,325	-	172,903	373,228	496,333	(123,105)	(150,437)	(179,841)	(18.2)	(16.3)
Equipment Operations	412	232,800	-	-	(210,867)	21,933	-	21,933	970,812	(243,936)	(97.7)	(498.0)
Shop Operations	413	148,000	650	-	(141,150)	7,500	7,500	-	-	(1,071)	#DIV/0!	N/A
Salt Sheds	414	3,000	-	-	(3,000)	-	-	-	-	(5)	#DIV/0!	N/A
Equipment Acquisitions	415	8,000	-	1,028,500	(8,000)	1,028,500	-	1,028,500	-	1,119,916	#DIV/0!	(100.0)
Employee Benefits	416	2,015,918	-	-	(2,001,391)	14,527	-	14,527	851	(7,303)	1607.1	(111.7)
Buildings & Grounds	417	11,200	-	-	(11,200)	-	-	-	-	(30)	#DIV/0!	N/A
Fuel Handling	418	1,000	-	-	(1,000)	-	-	-	-	(6)	#DIV/0!	(100.0)
Field Small Tools	419	3,500	-	-	(3,500)	-	-	-	-	(24)	#DIV/0!	N/A
COUNTY:												
Snow & Ice	421	190,000	-	-	498,170	688,170	688,170	-	-	(817)	#DIV/0!	N/A
Routine Maintenance	422	592,610	3,175	-	1,353,498	1,949,283	1,949,283	-	-	(3,930)	#DIV/0!	(100.0)
On System Bridge	424	5,500	720	-	17,285	23,505	23,505	-	-	(127)	#DIV/0!	N/A
Construction	426	180,000	-	-	2,241,550	2,421,550	2,421,550	-	-	(1,657)	#DIV/0!	N/A
Related Facilities County	484	88,000	-	-	471,760	559,760	559,760	-	-	(423)	#DIV/0!	N/A
STATE:												
Snow & Ice	431	222,586	-	-	688,960	911,546	911,546	-	-	(755)	#DIV/0!	N/A
Routine Maintenance	432	230,000	785	-	582,140	812,925	812,925	-	-	(1,227)	#DIV/0!	N/A
Special Maintenance	433	82,000	-	-	268,910	350,910	350,910	-	-	(798)	#DIV/0!	N/A
On System Bridge	434	403,500	-	-	302,948	706,448	706,448	-	(732)	(2,717)	(100.0)	N/A
Construction	438	27,000	-	-	56,470	83,470	83,470	-	-	(98)	#DIV/0!	N/A

## HIGHWAY PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
Other - State	439	-	-	-	111,292	111,292	111,292	-	-	-	N/A	N/A
Related Facilities	482	1,800	-	-	16,450	18,250	18,250	-	-	(19)	#DIV/0!	N/A
<b>LOCAL MUNICIPALITIES:</b>												
Snow & Ice	441	53,500	-	-	331,500	385,000	385,000	-	-	-	N/A	N/A
Routine Maintenance	442	295,000	-	-	1,488,440	1,783,440	1,783,440	-	-	(1,679)	#DIV/0!	N/A
Road Construction	446	14,000	-	-	66,200	80,200	80,200	-	-	(76)	#DIV/0!	N/A
Non-Governmental	470	1,000	-	-	6,690	7,690	7,690	-	-	(9)	#DIV/0!	N/A
<b>Grand Totals</b>		<u>5,134,914</u>	<u>8,405</u>	<u>1,028,500</u>	<u>7,039,729</u>	<u>13,211,548</u>	<u>11,730,862</u>	1,480,686	1,302,078	971,994	13.7	34.0
Depreciation Expense								<u>1,060,281</u>	<u>1,046,473</u>	<u>1,100,649</u>	1.3	(4.9)
(Income)/Loss on cash flow basis								<u>420,405</u>	<u>255,605</u>	<u>(128,655)</u>		
								loss	loss	Income		

Notice in the "Annual Percent Increases" column that they almost all show 100% decreases. That is because we started to allocate the income to each cost center. All costs of the department are charged out as part of the fees for services to recover costs. Because this is a proprietary activity, the fund must earn revenues to offset all expenses if it is to remain off the tax levy.

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

<u>Department</u>	<u>Description</u>	<u>Quant</u>	<u>Special Equip (Note)</u>	<u>Other</u>	<u>Capital Outlay</u>
Highway	Platform auger truck	1		195,000	195,000
	Tri-axle truck w/winter equipment - fleet replacement	1		280,000	280,000
	Tri-axle truck w/underbody plow	1		230,000	230,000
	Cube van	1		78,000	78,000
	Pickup trucks - 4 wheel drive	2		64,000	64,000
	Brush chipper - fleet replacement	1		79,000	79,000
	Truck - one ton	1		46,500	46,500
	Pickup truck - club cab	1		56,000	56,000
		9	-	1,028,500	1,028,500

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

## SIGNIFICANT CHANGES FROM 2011 ADOPTED - County Road Maintenance

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 407,844	
<b>Revenue Changes - impact on levy:</b>		
Transportation aids	345,598	Reduction in State Transportation Aides per Wisconsin Act 10 (budget repair bill) and State biennial 2012-14 budget.
Other State Highway grants	(150,000)	We normally apply this grant to road repair and reconstruction projects. However because of the transportation aides cutback, we are forced to use these funds here instead. We will have to borrow for road projects to make up for this.
Other transfers in from Highway Fund	(72,770)	We will have to transfer this amount in from the Highway Fund to help support road maintenance and projects to make up for the Transportation Aides reduction.
<b>Expense Changes - impact on levy:</b>		
Operating grants for culverts and bridges	(131,593)	The expense is expected to drop to a more normal level in 2012. The year 2011 saw many projects that required County funding.
Other small changes	(755)	This is a combination of increases and decreases in revenue and expense accounts.
<b>Tax Levy 2012</b>	\$ 398,324	

**Winnebago County  
Budget Detail - 2012  
County Road Maintenance**  
100 - 040

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Transportation Aids	2,447,941	2,398,983	2,351,003	2,303,983	1,958,385	1,958,385	1,958,385	-15.0%
Other State Highway Grants	8,206	56,422	3,932	0	150,000	150,000	150,000	NA
Intergovernmental	2,456,147	2,455,404	2,354,935	2,303,983	2,108,385	2,108,385	2,108,385	-8.5%
Cost Share - Municipalities	0	22,431	0	0	0	0	0	NA
Intergovernmental Services	0	22,431	0	0	0	0	0	NA
Material Sales	8,565	29,546	14,686	38,000	38,000	38,000	38,000	0.0%
Interfund Revenues	8,565	29,546	14,686	38,000	38,000	38,000	38,000	0.0%
Insurance Recoveries	12,018	16,875	10,620	7,200	7,400	7,400	7,400	2.8%
Other Miscellaneous Revenues	0	0	457	0	0	0	0	NA
Miscellaneous Revenues	12,018	16,875	11,077	7,200	7,400	7,400	7,400	2.8%
Other Transfers In	200,000	200,000	356,958	499,363	572,133	572,133	572,133	14.6%
Other Operating Transfers	200,000	200,000	356,958	499,363	572,133	572,133	572,133	14.6%
<b>TOTAL REVENUES</b>	<b>2,676,730</b>	<b>2,724,256</b>	<b>2,737,657</b>	<b>2,848,546</b>	<b>2,725,918</b>	<b>2,725,918</b>	<b>2,725,918</b>	<b>-4.3%</b>
Contractual Services								
Professional Service	9,463	0	0	0	0	0	0	NA
Architect & Engineer	36,072	9,259	1,380	0	0	0	0	NA
Other Sundry & Fixed Charges								
Operating Grants	31,525	91,939	43,766	176,118	40,100	44,525	44,525	-74.7%
Interfund Expenses								
Snow Removal	1,073,047	681,220	526,094	550,000	550,000	550,000	550,000	0.0%
Repair & Maint. - Streets	2,093,741	1,967,012	2,274,223	2,322,069	2,322,069	2,322,069	2,322,069	0.0%
Prop. & Liab. Insurance	8,064	7,491	8,076	8,201	7,648	7,648	7,648	-6.7%
Other Operating Transfers								
Other Transfers Out	356,000	330,619	100,000	200,002	200,000	200,000	200,000	0.0%
Other Operating Expenses	3,607,911	3,087,541	2,953,538	3,256,390	3,119,817	3,124,242	3,124,242	-4.1%
<b>TOTAL EXPENSES</b>	<b>3,607,911</b>	<b>3,087,541</b>	<b>2,953,538</b>	<b>3,256,390</b>	<b>3,119,817</b>	<b>3,124,242</b>	<b>3,124,242</b>	<b>-4.1%</b>

**Winnebago County  
Budget Detail - 2012  
County Road Maintenance  
100 - 040**

<u>Description</u>	<u>2008 ACTUAL</u>	<u>2009 ACTUAL</u>	<u>2010 ACTUAL</u>	<u>2011 ADOPTED BUDGET</u>	<u>2012 REQUEST BUDGET</u>	<u>2012 EXECUTIVE BUDGET</u>	<u>2012 ADOPTED BUDGET</u>	<u>% Change From 2011 Adopted to 2012 Adopted</u>
LEVY BEFORE ADJUSTMENTS	<u>931,180</u>	<u>363,285</u>	<u>215,882</u>	<u>407,844</u>	<u>393,899</u>	<u>398,324</u>	<u>398,324</u>	<u>-2.3%</u>

# UNDERGROUND STORAGE TANKS

## 2012 BUDGET NARRATIVE HIGHLIGHTS

**DESCRIPTION:** This section is used to account for revenues and costs the County incurs to clean up underground storage tanks and related ground contamination.

**COUNTY LEVY:** There is no tax levy in 2012. The reserves in this area are no longer needed as all of the County's underground tanks have been replaced. Most of the remaining funds have already been transferred out.

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

**Winnebago County**  
**Budget Detail - 2012**  
**Storage Tanks**  
100 - 042

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>TOTAL REVENUES</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Registration & Tuition	<u>0</u>	<u>0</u>	<u>400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Travel	<u>0</u>	<u>0</u>	<u>400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>NA</u>
<b>Capital</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Contractual Services								
Equipment Repairs	<u>375</u>	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0.0%</u>
Other Operating Expenses	<u>375</u>	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0.0%</u>
<b>TOTAL EXPENSES</b>	<u>375</u>	<u>0</u>	<u>400</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0.0%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>375</u>	<u>0</u>	<u>400</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0.0%</u>
Fund Ajustments				<u>(3,000)</u>	<u>(3,000)</u>	<u>(3,000)</u>	<u>(3,000)</u>	
<b>Net Levy</b>				<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	





## SUMMARY BY DIVISION

	<u>Expenses</u>	<u>Revenues</u>	<u>Adjustments</u>	<u>Levy</u>
<b>HEALTH &amp; HUMAN SERVICES</b>				
Public Health Department	\$ 3,183,948	\$ 2,463,999	\$ (200,000)	\$ 519,949
Child Support	1,352,447	1,359,565	-	(7,118)
Veterans	378,804	13,400	-	365,404
Human Services	45,933,859	27,740,546	-	18,193,313
Park View Health Center	18,089,540	12,996,466	(843,962)	4,249,112
Park View Health Center Debt	2,855,000	-	-	2,855,000
	<u>\$ 71,793,598</u>	<u>\$ 44,573,976</u>	<u>\$ (1,043,962)</u>	<u>\$ 26,175,660</u>

# PUBLIC HEALTH

Department: 100-052 to 054 Fund: General Fund  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD: Doug Gieryn  
LOCATION: Winnebago County Health Department  
112 Otter Avenue  
Oshkosh, WI 54901

TELEPHONE: 232-3029  
FAX: 303-3023

WIC LOCATIONS: Winnebago County Human Services Building Winnebago County Neenah Human Services Building  
220 Washington Avenue 211 North Commercial Street  
Oshkosh, WI 54901 Neenah, WI 54956

## MISSION STATEMENT:

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

## PROGRAM DESCRIPTIONS:

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

**ENVIRONMENTAL HEALTH** Ensures an environment that protects and promotes health by assessing, correcting, controlling, and preventing those factors in the environment that can potentially adversely affect the health of individuals and the community. Programs include:

- Sanitarian – Inspection, consultation, code enforcement and licensure of food service establishments, campgrounds, temporary restaurants, swimming pools, hotel/motels, bed & breakfasts, mobile home parks, transient non-community wells and tattoo parlors.
- Environmental Health – Inspection, consultation and education to prevent and minimize adverse environmental exposures from air, water, housing, occupation, toxic materials, vector control, human health hazards and nuisances.
- Tobacco Free & Drug Free Coalition (re:TH!NK) – Addresses youth substance abuse through community partnership, education, policy, environment and prevention. Promotion of smoke free policies and tobacco use cessation, education, youth advocacy and tobacco retailer compliance checks.

**GENERAL PUBLIC HEALTH** Services are provided to clients of all age groups in the following areas:

- **General Public Health** – General consultation including home visitation on health issues especially to those with chronic diseases and disabilities, health education, injury prevention, wellness promotion, health prevention programming, community monitoring and referral.
- **Communicable Disease** – Communicable disease surveillance, epidemiologic follow-up, disease containment, education, outbreak investigation, case referral and reporting. Tuberculosis skin testing for general public, county employees and contracted agencies.
- **Immunizations** – Provision and monitoring of required immunizations to prevent vaccine preventable diseases in children. Vaccines for adults on a fee for service basis.
- **Seasonal Influenza** – Monitoring of disease, public education, and provision of flu vaccine to homebound elderly and contracted agencies.
- **Jail Services** – Hepatitis A vaccination of food service workers and HIV counseling and testing.
- **HIV Partner Referral/Counseling & Testing** – HIV partner referral for HIV positive clients. HIV testing and counseling.

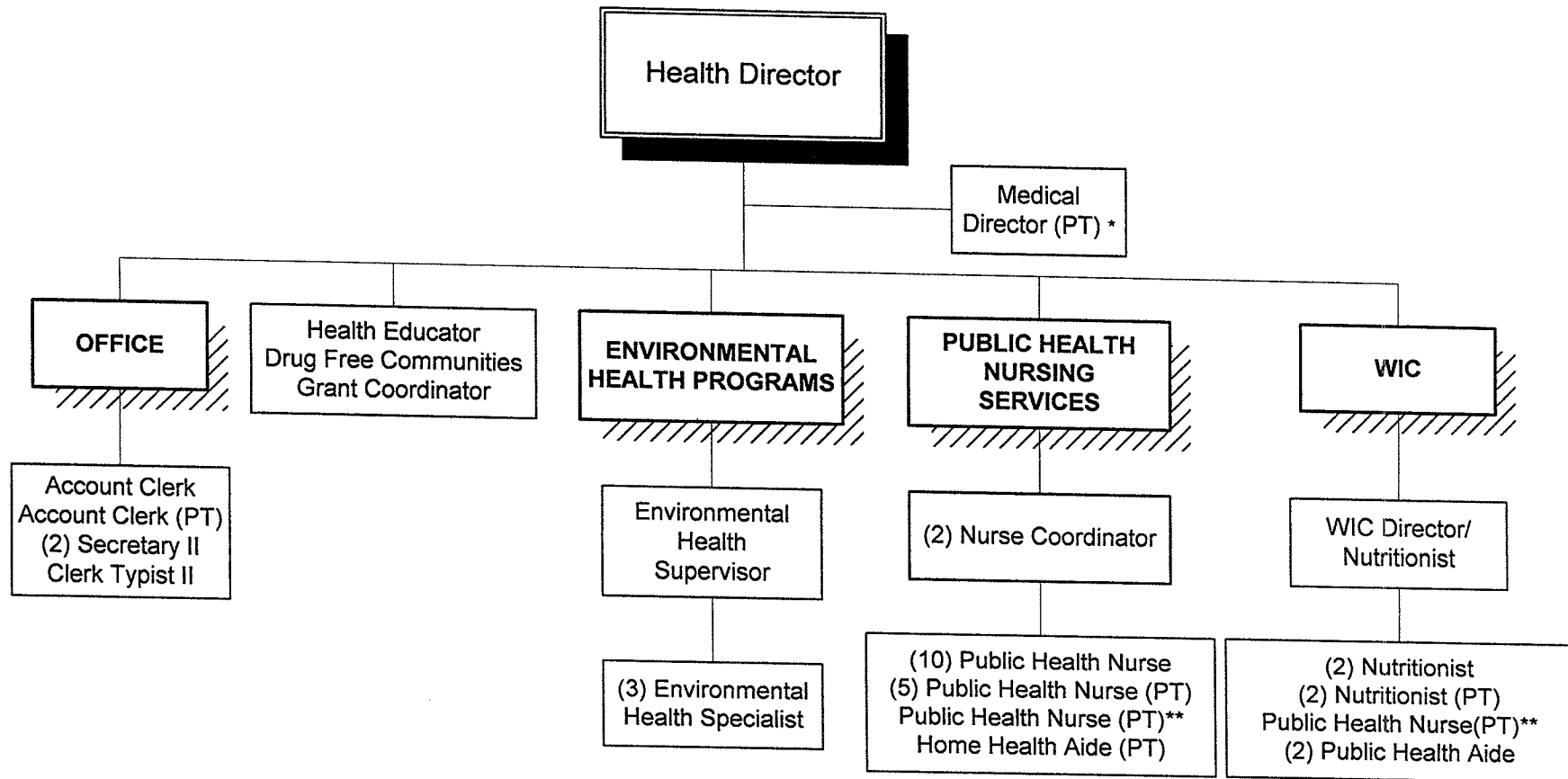
**PUBLIC HEALTH NURSING** Provides public health nurse based services in the following program areas and other related services:

- **MCH** – Provides coordinated health care services to women during and after pregnancy and to infants and children by providing assessment, planning, monitoring, education and referral.
- **Older Adult** – Services including home visit support, clinic based screenings, nail care and medication set-ups.
- **PNCC - Prenatal Care Coordination** is a Medicaid program providing case management services for low income high risk pregnant women and their families to improve birth outcomes by early identification, psychosocial support, education and access to medical and other services.
- **Daycare** – Health education and monitoring of immunization, communicable disease, food safety and injury prevention for daycare children, staff and parents.
- **Personal Care** - Provides care to clients who need assistance to enable them to stay in their homes
- **Housing Authority** - Nursing services including assessment, referral, medication set-up, health monitoring and service coordination provided to Housing Authority residents in Omro, Winneconne and Oshkosh via a contractual agreement between the two agencies.
- **Long Term Assessments** – Nursing assessment for health as part of a screening for individuals requesting participation in the Community Options Program run by the Division of Social Services in the County Human Services department.
- **Health Check/Well Child** – Provides health screening and education for ages birth to 21 years. Services include physical assessment, health and nutrition education, immunizations, lead testing, counseling and referral.

**PUBLIC HEALTH PREPAREDNESS** Community preparedness planning and exercises to respond to crisis or disaster including pandemic influenza, mass clinic operation, nuclear/biological/chemical accident or terrorism, participation in regional consortium activities and overall 24/7/365 availability of health department staff.

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

# HEALTH



\* Contracted Services

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

# **PUBLIC HEALTH**

**Department: 100-052 to 054 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Doug Gieryn  
**LOCATION:** Winnebago County Health Department  
112 Otter Avenue  
Oshkosh, WI 54901

**TELEPHONE: 232-3029  
FAX: 303-3023**

## **2011 ACCOMPLISHMENTS:**

1. Completed feasibility study to consider consolidation of health departments in Winnebago County
2. Merged community health improvement plan implementation teams into re:TH!NK community coalition structure
3. Moved primary health department offices and Oshkosh WIC offices to new location in downtown Oshkosh
4. Increased availability of public health services including prenatal care coordination and immunizations to Oshkosh area WIC clients
5. Partnered with City of Oshkosh, Outagamie County, Calumet County and the three area health care systems to conduct behavioral risk factor survey to serve as local and area wide community needs assessment
6. Started a countywide falls prevention coalition
7. Enhanced social marketing efforts about health awareness and prevention, and coordinated local community access TV show about re:TH!NK
8. Received two awards for re:TH!NK coalition including Wisconsin Health Prevention Coalition of the Year
9. Partnered with Winnebago County Sheriff Department to increase availability of car seats for WIC client via Department of Transportation Grant
10. Partnered with Crime Stoppers to launch texting capacity for anonymous tips to be sent to local law enforcement for underage drinking or any other illegal activity
11. Launched Parents are the Key program to address the number one cause of teen death in our community, car crashes, with grant funds awarded to the health department led Child Death Review Team
12. Partnered with the City of Neenah Police Department to place the county's second drug drop box at the Neenah Police Department

13. Incorporated the use of AmeriCorps members to assist the re:TH!NK community coalition efforts and began allocating levy funded staffing to support community engagement efforts
14. Began providing DNA testing for County Paternity Office
15. Expanded Walk to Win programming to include all five school districts in Winnebago County

**2012 GOALS & OBJECTIVES:**

1. If consolidation of health departments is approved, integrate staffing and programming from Oshkosh and Neenah Health Departments into County Health Department structure and facilities
2. Expand provision of county public health services including clinic based prenatal care coordination to all WIC clients served
3. Further integrate population based strategies and interventions into all program areas and staff training
4. Begin agency wide strategic planning process and incorporation of the principles of quality improvement and performance management into program team meetings
5. Continue to prepare for national accreditation of health department
6. Continue to enhance efforts to communicate prevention messaging and visibility and role of local public health

# HEALTH

## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

At this time it appears likely that the Cities of Oshkosh and Neenah will merge their individual Health Departments into the Winnebago County Health Department. The plan is for this merger to be effective on January 1, 2012 or shortly thereafter. Some vacant positions in the two cities health departments and Winnebago County's health department will not need to be filled because of this consolidation. There will be an immediate savings to the municipalities that are currently part of the Public Health Department.

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	24	18	18	18	18	19	20	21	21	29
Part Time	7	8	8	8	7	6	6	6	7	9
Total	31	26	26	26	25	25	26	27	28	38

The following staffing changes occur as a result of the merging the health department from the Cities of Oshkosh and Neenah:

Six full time employees will transfer to Winnebago County from the City of Oshkosh.

Four full time and two part time employees will transfer to Winnebago County from the City of Neenah.

**COUNTY LEVY:** The net tax levy for the combined department for 2012 is \$519,949 a decrease of \$432,848 under 2011, which reflects applying \$200,000 of fund balance to reduce the levy. **This \$200,000 will only be apportioned to the municipalities that were part of the Public Health function prior to the merger since the surplus was generated prior to the merger.** The levy will be spread over a tax base that is increasing from \$5.3 billion to \$10.5 billion or 99%. The result is that almost all of the municipalities will see lower apportionments for Public Health and lower tax rates.

The municipalities that participated in the County Public Health function prior to the proposed merger will see smaller apportionments and tax rates for a few years as the fund balance that has built up prior to the proposed merger is returned to those municipalities.

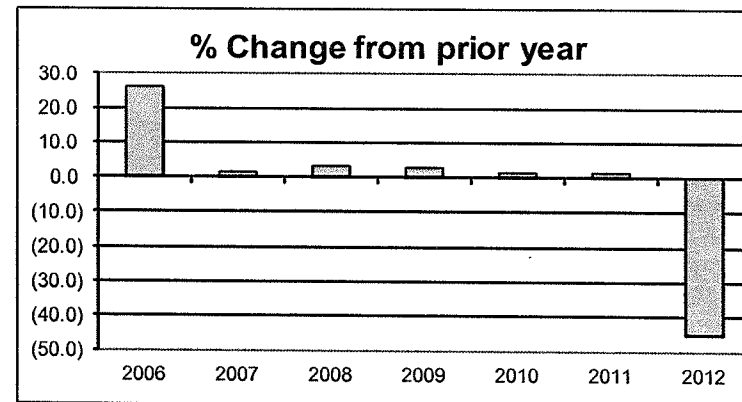
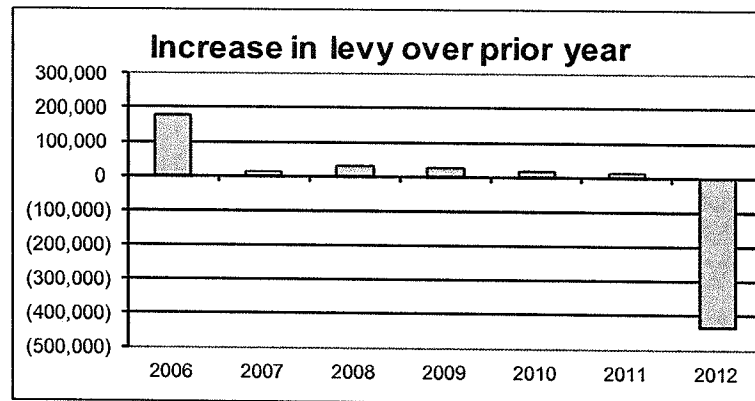
The comparison of activity to prior year's budgets is difficult because of the consolidation of Health services.



Some general comments:

- There will be about 20% less staff in a combined department.
- If all three health departments were fully staffed and operating independently, the additional cost of providing public health services would be roughly \$350,000.
- Revenues and expenses have been adjusted to reflect the combined department.

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



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Public Health

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 952,797	
<b>Revenue Changes - impact on levy:</b>		
Revenues	(468,404)	Revenues are up due to the combining of the Cities of Neenah and Oshkosh with the County Public Health Department.
Other revenues	(711,483)	Revenues from Neenah and Oshkosh - Because the consolidation of departments will not likely happen before the beginning of 2012, the two municipalities have decided to levy for public health and then purchase the services from Winnebago County, until the consolidation is complete.
<b>Expense Changes - impact on levy:</b>		
Expenses	947,039	Expenses are up due to the combining of the Cities of Neenah and Oshkosh with the County Public Health Department.
Public Health fund balance applied	(200,000)	This fund balance is being returned to the municipalities that participated in County Health services prior to the pending merger. It will only be apportioned to those municipalities. The current surplus will be applied over about five years to reduce the adverse impacts from the levy freeze.
<b>Tax Levy 2012</b>	\$ 519,949	

**Note:** Large changes to Public Health are the result of combining public health services from the Cities of Oshkosh and Neenah into the County Health Department.

**Winnebago County  
Budget Detail - 2012  
Public Health  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Medicaid (Title 19)	153,629	138,077	84,035	28,000	5,000	5,000	5,000	-82.1%
Grants	233,939	416,109	546,251	483,157	653,183	653,183	653,183	35.2%
WIC Grant	423,856	460,726	574,661	525,000	501,779	501,779	501,779	-4.4%
<b>Intergovernmental</b>	<b>811,424</b>	<b>1,014,912</b>	<b>1,204,947</b>	<b>1,036,157</b>	<b>1,159,962</b>	<b>1,159,962</b>	<b>1,159,962</b>	<b>11.9%</b>
Forms, Copies, Etc.	117	104	105	0	0	0	0	NA
Inspection Fees	101,346	99,666	99,723	104,500	301,200	301,200	301,200	188.2%
Housing Authority	77,859	94,141	81,743	90,377	89,456	89,456	89,456	-1.0%
Donations	597	551	479	250	200	200	200	-20.0%
Client Cost Shares/Fees	15,838	19,702	11,075	18,500	20,000	20,000	20,000	8.1%
County Client Services	0	829	128	0	0	0	0	NA
State Testing Reimbursements	1,130	2,636	2,001	500	500	500	500	0.0%
Private Pay Fees	5,204	9,834	8,303	7,000	500	500	500	-92.9%
Other Public Charges	4,680	4,363	1,523	1,800	2,100	2,100	2,100	16.7%
<b>Public Services</b>	<b>206,770</b>	<b>231,826</b>	<b>205,080</b>	<b>222,927</b>	<b>413,956</b>	<b>413,956</b>	<b>413,956</b>	<b>85.7%</b>
Cost Share - Municipalities	0	0	0	0	0	711,483	711,483	NA
<b>Intergovernmental Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>711,483</b>	<b>711,483</b>	<b>NA</b>
Nursing Services	33,603	36,357	33,468	23,528	174,598	174,598	174,598	642.1%
<b>Interfund Revenues</b>	<b>33,603</b>	<b>36,357</b>	<b>33,468</b>	<b>23,528</b>	<b>174,598</b>	<b>174,598</b>	<b>174,598</b>	<b>642.1%</b>
Other Miscellaneous Revenues	20,622	17,385	2,666	1,500	4,000	4,000	4,000	166.7%
<b>Miscellaneous Revenues</b>	<b>20,622</b>	<b>17,385</b>	<b>2,666</b>	<b>1,500</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>166.7%</b>
<b>TOTAL REVENUES</b>	<b>1,072,420</b>	<b>1,300,480</b>	<b>1,446,162</b>	<b>1,284,112</b>	<b>1,752,516</b>	<b>2,463,999</b>	<b>2,463,999</b>	<b>91.9%</b>
Regular Pay	1,145,018	1,276,754	1,307,502	1,272,142	1,880,816	1,880,816	1,880,816	47.8%
Temporary Employees	8,123	20,913	2,232	33,772	28,754	28,754	28,754	-14.9%
Overtime	731	4,675	133	0	5,000	5,000	5,000	NA
<b>Wages</b>	<b>1,153,872</b>	<b>1,302,342</b>	<b>1,309,867</b>	<b>1,305,914</b>	<b>1,914,570</b>	<b>1,914,570</b>	<b>1,914,570</b>	<b>46.6%</b>
Fringe Benefits	454,314	546,543	565,753	574,560	836,710	836,710	836,710	45.6%
Unemployment Comp	0	0	467	0	0	0	0	NA
<b>Fringes</b>	<b>454,314</b>	<b>546,543</b>	<b>566,220</b>	<b>574,560</b>	<b>836,710</b>	<b>836,710</b>	<b>836,710</b>	<b>45.6%</b>

**Winnebago County  
Budget Detail - 2012  
Public Health  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Total Labor Costs</b>	<b>1,608,186</b>	<b>1,848,885</b>	<b>1,876,087</b>	<b>1,880,474</b>	<b>2,751,280</b>	<b>2,751,280</b>	<b>2,751,280</b>	<b>46.3%</b>
Registration & Tuition	6,518	7,704	12,095	7,550	14,100	14,100	14,100	86.8%
Automobile Allowance	27,859	28,586	28,332	30,000	34,475	34,475	34,475	14.9%
Vehicle Lease	37	232	78	50	50	50	50	0.0%
Commercial Travel	1,624	2,051	1,721	2,650	1,650	1,650	1,650	-37.7%
Meals	858	1,067	1,558	990	1,240	1,240	1,240	25.3%
Lodging	3,842	5,284	6,385	3,450	3,650	3,650	3,650	5.8%
Other Travel Exp	150	352	173	75	110	110	110	46.7%
Taxable Meals	133	475	322	650	475	475	475	-26.9%
<b>Travel</b>	<b>41,021</b>	<b>45,750</b>	<b>50,663</b>	<b>45,415</b>	<b>55,750</b>	<b>55,750</b>	<b>55,750</b>	<b>22.8%</b>
<b>Office Expenses</b>								
Office Supplies	4,411	5,358	5,881	3,500	7,630	7,630	7,630	118.0%
Printing Supplies	591	948	698	800	1,050	1,050	1,050	31.3%
Print & Duplicate	739	10,554	5,175	1,825	7,175	7,175	7,175	293.2%
Postage and Box Rent	225	2,060	438	150	1,700	1,700	1,700	1033.3%
Computer Supplies	131	230	380	0	0	0	0	NA
Computer Software	175	1,085	2,730	1,000	750	750	750	-25.0%
Advertising	1,252	1,732	10,371	3,900	3,500	3,500	3,500	-10.3%
Subscriptions	5,765	908	4,260	1,675	3,875	3,875	3,875	131.3%
Membership Dues	1,419	2,021	2,104	2,275	3,920	3,920	3,920	72.3%
<b>Operating Expenses</b>								
Telephone	16,118	16,089	20,005	17,500	23,250	23,250	23,250	32.9%
Food	904	3,261	3,845	900	1,250	1,250	1,250	38.9%
Small Equipment	11,409	6,143	5,653	4,000	4,000	4,000	4,000	0.0%
Medical Supplies	23,890	25,205	27,938	15,300	13,300	13,300	13,300	-13.1%
Other Operating Supplies	22,982	20,674	29,459	15,400	42,775	42,775	42,775	177.8%
<b>Repairs &amp; Maintenance</b>								
Maintenance - Equipment	0	0	138	0	1,340	1,340	1,340	NA
Maintenance-Vehicles	12	460	387	20	60	60	60	200.0%
Repair & Maintenance Supplies	0	375	0	0	0	0	0	NA
<b>Maintenance Supplies</b>								
Motor Fuel	118	44	17	0	100	100	100	NA
<b>Contractual Services</b>								
Vehicle Repairs	0	0	103	0	300	300	300	NA

**Winnebago County  
Budget Detail - 2012  
Public Health  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Equipment Repairs	318	117	117	300	200	200	200	-33.3%
Professional Service	930	0	0	2,000	3,000	3,000	3,000	50.0%
Other Contract Serv.	20,281	55,616	183,437	176,700	172,140	172,140	172,140	-2.6%
Administration Fee	5,567	5,583	6,927	6,100	7,200	7,200	7,200	18.0%
Interpreter	3,044	4,138	5,120	3,900	3,900	3,900	3,900	0.0%
Insurance								
Operating Licenses & Fees	0	150	0	175	0	0	0	0.0%
Other Sundry & Fixed Charges								
Operating Grants	0	33	0	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	9,345	10,171	12,090	11,800	11,800	11,800	11,800	0.0%
Postage and Box Rent	7,437	7,644	7,235	7,000	7,000	7,000	7,000	0.0%
Motor Fuel	3,601	2,459	3,024	3,100	3,190	3,190	3,190	2.9%
Vehicle Repairs	810	1,058	929	800	800	800	800	0.0%
Equipment Repairs	1,254	1,320	1,452	1,452	1,617	1,617	1,617	11.4%
Building Rental	20,700	21,300	22,000	22,000	33,000	33,000	33,000	50.0%
Prop. & Liab. Insurance	7,752	6,483	6,708	7,448	17,096	17,096	17,096	129.5%
Other Operating Expenses	171,180	213,220	368,621	311,020	376,918	376,918	376,918	21.2%
<b>TOTAL EXPENSES</b>	<b>1,820,387</b>	<b>2,107,855</b>	<b>2,295,370</b>	<b>2,236,909</b>	<b>3,183,948</b>	<b>3,183,948</b>	<b>3,183,948</b>	<b>42.3%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>747,967</b>	<b>807,375</b>	<b>849,209</b>	<b>952,797</b>	<b>1,431,432</b>	<b>719,949</b>	<b>719,949</b>	<b>-24.4%</b>
Fund reserves applied					0	(200,000)	(200,000)	
<b>TAX LEVY</b>					<b>1,431,432</b>	<b>519,949</b>	<b>519,949</b>	

# CHILD SUPPORT

Department: 100-050 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 236-1088

## MISSION STATEMENT:

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

## PROGRAM DESCRIPTION:

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

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

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

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

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

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

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

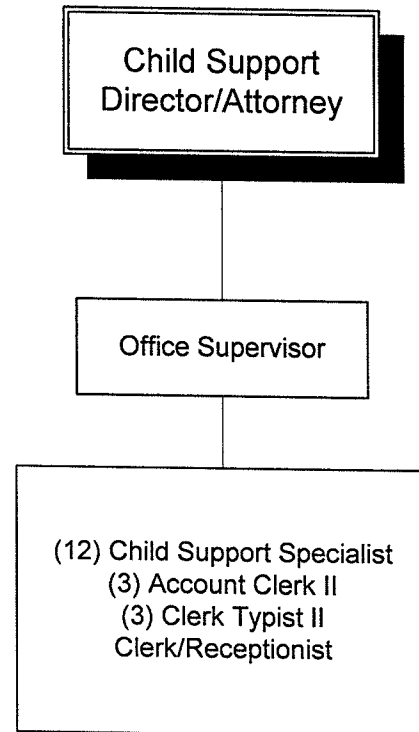
**CHILD SUPPORT ORDER REVISION:** Review all IV-D orders with payments assigned to the state within 36 months of the last court action, or at the request of either parent, and provide services for adjustment in those cases where there has been a substantial change in circumstances and the support does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

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

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

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

# CHILD SUPPORT





# **CHILD SUPPORT**

**Department: 100-050 Fund: General Fund**  
**2012 BUDGET NARRATIVE**

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

**TELEPHONE: 236-1088**

## **2011 ACCOMPLISHMENTS:**

Successfully scanned all closed files to create additional work space with funding available through ARRA funding.

Increased staffing for in order to facilitate better customer service and timelines due to increase in caseloads.

Monitored and reduced time spent on NIVD cases for staff in order to preserve allowable costs and funding statewide through Random Moment Sampling Requirements.

Purchased ergonomic chairs and new printers for staff to improve work environment.

Implemented rules and policies to assure better attention to participant needs.

Provided additional education opportunities for staffing to improve quality of service.

## **2012 GOALS & OBJECTIVES:**

To Implement Fees for NIVD cases in order to offset loss of funding for services provided to those cases.

To Continue Scanning project for all files in order for paperless and environmentally friendly office.

Increase performance levels by 5% and retain staffing.

Consolidate all child support office to one location for better teamwork and collaboration within the department.

# CHILD SUPPORT

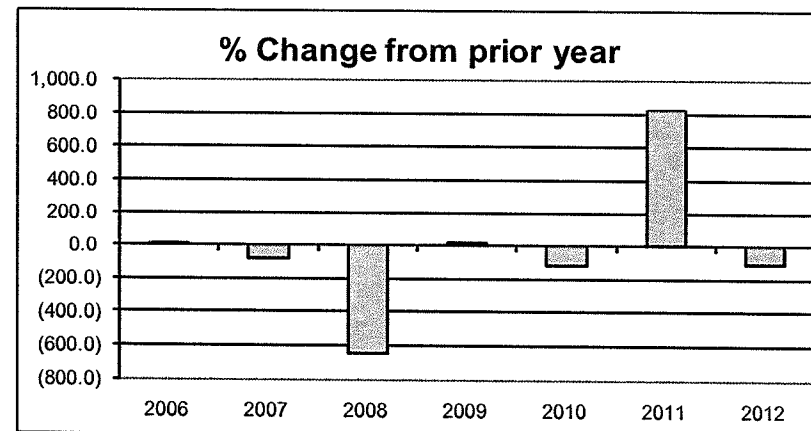
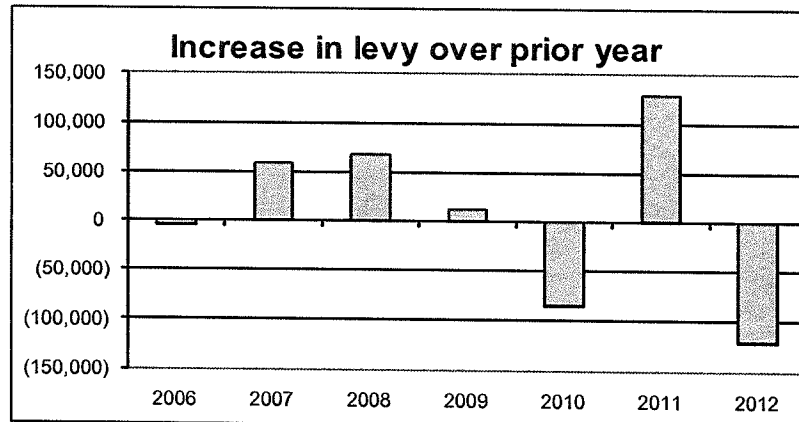
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	19	20	20	20	19	19	19	19	21	21
Part Time	0	0	0	0	0	0	0	0	0	0
Total	19	20	20	20	19	19	19	19	21	21

There were no changes to the table of organization in 2012.

**COUNTY LEVY:** The Child Support office has more revenues than expenditures. As such, there is no tax levy for this operation. The excess of revenues over expenditures for 2012 is projected to be \$7,118. The primary reason for the surplus is that the department receives funding for indirect costs we are able to report. Those indirect costs show up in other departments. The surplus is used to reduce the overall tax levy for the County. Last year the department had a levy of \$113,771.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Child Support

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 113,771	This represents a surplus in the department so there was no tax levy.
<b>Revenue Changes - impact on levy:</b>		
Intergovernmental revenues	(38,691)	Projected increase in Child Support Admin revenue
<b>Expense Changes - impact on levy:</b>		
Wages	(56,724)	Decrease due to retirements of office personnel and new employees at a lower pay level
Fringe benefits	(1,586)	This department has a smaller reduction than other departments primarily because of employees making changes to health insurance coverage. Additional health coverage offset savings in Wisconsin Retirement reductions. Employees must now pay 1/2 of the required contribution to Wisconsin Retirement.
Legal Services	(25,000)	Decrease due to non-renewal of contract attorney services due to State funding cuts
Other small changes	1,112	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ (7,118)	

**Winnebago County**  
**Budget Detail - 2012**  
**Child Support**  
100 - 050

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	0	0	37,164	0	0	0	0	NA
Child Support Admin	852,317	370,461	750,672	805,951	863,592	863,592	863,592	7.2%
Incentive Payments	256,905	711,702	381,282	474,923	391,416	455,973	455,973	-4.0%
Indirect Cost	1,828	0	0	0	0	0	0	NA
<b>Intergovernmental</b>	<b>1,111,050</b>	<b>1,082,163</b>	<b>1,169,117</b>	<b>1,280,874</b>	<b>1,255,008</b>	<b>1,319,565</b>	<b>1,319,565</b>	<b>3.0%</b>
Fees And Costs	2,563	1,645	2,190	2,000	2,000	2,000	2,000	0.0%
Support Filing/Applic.	1,890	1,245	0	0	0	0	0	NA
Counseling Services	0	149	0	0	0	0	0	NA
Blood Tests	17,161	16,384	13,706	18,000	18,000	18,000	18,000	0.0%
Sheriff Fees	18,472	21,447	18,271	20,000	20,000	20,000	20,000	0.0%
<b>Public Services</b>	<b>40,087</b>	<b>40,870</b>	<b>34,167</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>0.0%</b>
<b>TOTAL REVENUES</b>	<b>1,151,137</b>	<b>1,123,033</b>	<b>1,203,284</b>	<b>1,320,874</b>	<b>1,295,008</b>	<b>1,359,565</b>	<b>1,359,565</b>	<b>2.9%</b>
Regular Pay	720,744	769,246	735,762	856,724	810,000	810,000	810,000	-5.5%
Overtime	17	0	0	10,000	0	0	0	0.0%
<b>Wages</b>	<b>720,761</b>	<b>769,246</b>	<b>735,762</b>	<b>866,724</b>	<b>810,000</b>	<b>810,000</b>	<b>810,000</b>	<b>-6.5%</b>
Fringe Benefits	347,465	375,396	380,742	444,175	442,589	442,589	442,589	-0.4%
Unemployment Comp	9,230	0	0	0	0	0	0	NA
<b>Fringes</b>	<b>356,695</b>	<b>375,396</b>	<b>380,742</b>	<b>444,175</b>	<b>442,589</b>	<b>442,589</b>	<b>442,589</b>	<b>-0.4%</b>
<b>Total Labor Costs</b>	<b>1,077,456</b>	<b>1,144,642</b>	<b>1,116,505</b>	<b>1,310,899</b>	<b>1,252,589</b>	<b>1,252,589</b>	<b>1,252,589</b>	<b>-4.4%</b>
Registration & Tuition	760	70	70	1,125	535	1,105	1,105	-1.8%
Automobile Allowance	284	368	905	400	159	574	574	43.5%
Meals	43	0	343	290	140	300	300	3.4%
Lodging	695	0	1,430	1,296	576	1,440	1,440	11.1%
Other Travel Exp	0	0	44	0	0	0	0	NA
Taxable Meals	53	62	136	0	50	50	50	NA
<b>Travel</b>	<b>1,834</b>	<b>500</b>	<b>2,929</b>	<b>3,111</b>	<b>1,460</b>	<b>3,469</b>	<b>3,469</b>	<b>11.5%</b>
Office Expenses								
Office Supplies	4,528	3,692	5,167	5,000	5,000	5,000	5,000	0.0%

**Winnebago County**  
**Budget Detail - 2012**  
**Child Support**  
100 - 050

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Printing Supplies	1,792	1,561	1,937	2,000	2,000	2,000	2,000	0.0%
Postage and Box Rent	19	32	36	0	0	0	0	NA
Computer Software	0	2,989	3,398	2,000	2,000	2,000	2,000	0.0%
Subscriptions	295	273	376	300	200	200	200	-33.3%
Membership Dues	620	1,385	1,597	1,125	700	1,125	1,125	0.0%
Operating Expenses								
Education & Training	11,076	5,790	0	0	0	0	0	NA
Telephone	2,975	2,776	3,764	3,000	3,000	3,000	3,000	0.0%
Small Equipment	0	0	37,463	0	0	0	0	NA
Legal Fees	39,745	38,937	35,816	35,000	35,000	35,000	35,000	0.0%
Contractual Services								
Medical and Dental	18,883	12,961	17,149	16,000	16,000	16,000	16,000	0.0%
Legal Services	0	0	0	25,000	0	0	0	0.0%
Equipment Repairs	270	156	156	200	200	200	200	0.0%
Interpreter	518	10	85	200	300	300	300	50.0%
Insurance								
Prop & Liab Insurance	40	80	60	0	0	0	0	NA
Operating Licenses & Fees	40	80	60	80	80	80	80	0.0%
Interfund Expenses								
Print & Duplicate	4,080	4,770	5,409	5,100	5,100	5,100	5,100	0.0%
Postage and Box Rent	16,608	15,531	14,393	15,400	15,800	15,800	15,800	2.6%
Equipment Repairs	1,287	1,287	1,287	2,100	2,100	2,100	2,100	0.0%
Prop. & Liab. Insurance	2,640	2,939	2,880	3,130	3,484	3,484	3,484	11.3%
Personnel Services	0	0	5,000	5,000	5,000	5,000	5,000	0.0%
<b>Other Operating Expenses</b>	<b>105,414</b>	<b>95,250</b>	<b>136,033</b>	<b>120,635</b>	<b>95,964</b>	<b>96,389</b>	<b>96,389</b>	<b>-20.1%</b>
<b>TOTAL EXPENSES</b>	<b>1,184,704</b>	<b>1,240,391</b>	<b>1,255,466</b>	<b>1,434,645</b>	<b>1,350,013</b>	<b>1,352,447</b>	<b>1,352,447</b>	<b>-5.7%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>33,567</b>	<b>117,359</b>	<b>52,182</b>	<b>113,771</b>	<b>55,005</b>	<b>(7,118)</b>	<b>(7,118)</b>	<b>-106.3%</b>

# VETERANS' SERVICES

Department: 100-059 Fund: General Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 236-4823

## MISSION STATEMENT:

Assist the service person with restoration – return to the level of function before they went off to service or better. Promote veterans and veterans programs in the Winnebago County area. Provide input to state and federal department of Veterans' Affairs on matters related to veterans' programs.

## PROGRAM DESCRIPTION:

LOANS Loan Programs including home purchase, improvement and personnel.

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

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

COMPENSATION & PENSION Programs for service connected disabled, totally disabled or retired veterans and spouses.

INSURANCE Insurance programs, life and medical, including conversions, beneficiary change, cash surrender and loan.

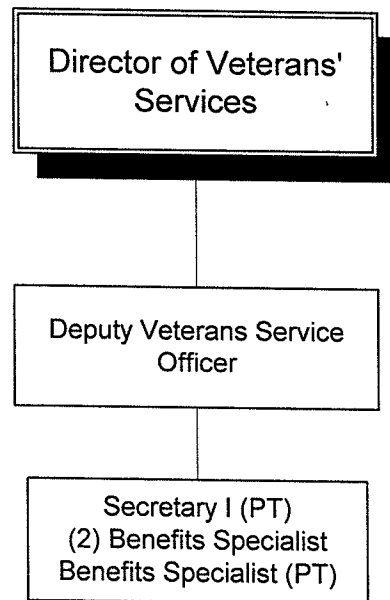
EDUCATION Educational programs, including GI Bill, vocational rehabilitation, retraining, VetEd and Wisconsin G.I. Bill.

APPEALS Programs including preparation for court for Board of Veterans Appeals, notice of disagreements, waivers and hearings.

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

TAXES Property tax remission.

# VETERANS' SERVICES



# **VETERANS' SERVICES**

**Department: 100-059 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**  
**LOCATION:**

**Robert Stone - Director  
Winnebago County  
504 Algoma Boulevard  
Oshkosh, WI 54901-4704**

**TELEPHONE: 236-4823**

## **2011 ACCOMPLISHMENTS:**

- 1. In an effort to continue to promote public awareness of veterans benefits, we have conducted public presentations, contact with administration and service providers in long and short term care facilities, service organizations and the news media.**
- 2. Continue accreditation of staff by state and national by the Wisconsin Dept. of Veterans Affairs and the National CVSO Association.**
- 3. As a result of our efforts to improve the rapport between the Federal VA and veterans advocates the Federal VA has initiated and continues to expand their accessibility through electronic media of veterans records.**
- 4. We have adopted the philosophy of the of Fully Developed Claims process but the use is still in it's infancy.**
- 5. We have made major advancements in the use of electronic media in the application process, monitoring and maintaining individual file.**



#### **2012 GOALS & OBJECTIVES:**

- 1. Continue to promote public awareness of veterans and veterans' programs. Continue our outreach to veterans in assisted living and nursing care facilities. Participation in Supermarkets of Veterans Benefits, Job Fairs, University activities and various Veteran Service Organization Meetings.**
- 2. Shift the resources that are currently dedicated to the veterans transportation program into veterans benefits. Replacing the resources that we are currently using for veterans transportation with resources that are currently available in the community.**
- 3. Train staff, obtain and install hardware and software to interface with the Federal VA.**
- 4. Review and adjust current work demands with resources available.**
- 5. Continue accreditation of staff by the Wisconsin Dept. of Veterans' Affairs and the National CVSO Association.**
- 6. Direct specific energies to enhance public awareness of the WI Dept. of Veterans Affairs property tax remission program.**

# VETERANS SERVICE

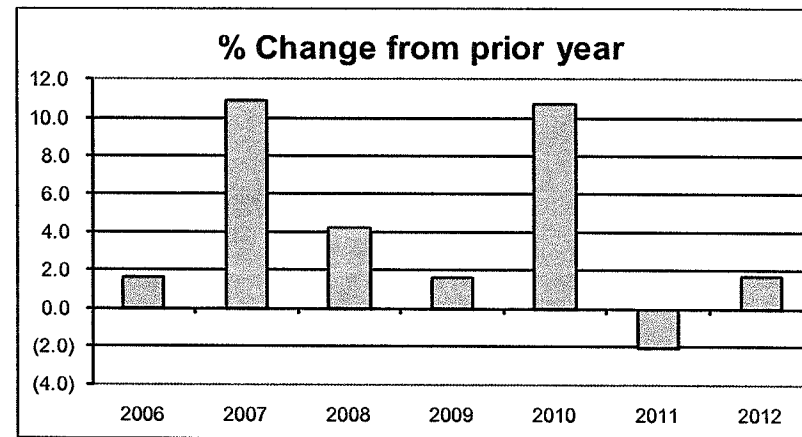
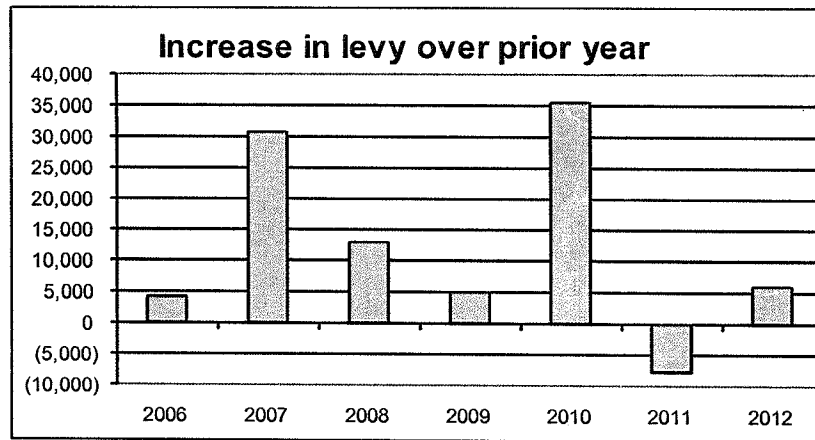
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	4	4	4	4	4	4	4	4	4	4
Part Time	1	1	1	1	1	1	1	2	2	2
Total	5	5	5	5	5	5	5	6	6	6

There were no changes to the table of organization in 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$365,404, an increase of \$5,959 or 1.7% over 2011.



# **SIGNIFICANT CHANGES FROM 2011 ADOPTED - Veterans**

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 359,445	
<b>Revenue Changes - impact on levy:</b>		
<b>Expense Changes - impact on levy:</b>		
Wages	(4,619)	Decrease due to staff turn over and new employees are at a lower pay level.
Fringe benefits	8,768	Increase due to a retired employee did not participate in the health insurance program and the new employee will.
Other small changes	1,810	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 365,404	

**Winnebago County  
Budget Detail - 2012  
Veterans Services**

100 - 059

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Veterans Service	13,021	13,050	13,000	13,000	13,000	13,000	13,000	0.0%
<b>Intergovernmental</b>	<b>13,021</b>	<b>13,050</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>0.0%</b>
Reimbursed Costs	91	132	600	200	200	200	200	0.0%
Donations	1,112	1,010	2,245	200	200	200	200	0.0%
<b>Public Services</b>	<b>1,203</b>	<b>1,142</b>	<b>2,845</b>	<b>400</b>	<b>400</b>	<b>400</b>	<b>400</b>	<b>0.0%</b>
<b>TOTAL REVENUES</b>	<b>14,224</b>	<b>14,192</b>	<b>15,845</b>	<b>13,400</b>	<b>13,400</b>	<b>13,400</b>	<b>13,400</b>	<b>0.0%</b>
Regular Pay	189,238	192,606	205,745	210,673	206,054	206,054	206,054	-2.2%
Overtime	314	140	0	0	0	0	0	NA
<b>Wages</b>	<b>189,552</b>	<b>192,746</b>	<b>205,745</b>	<b>210,673</b>	<b>206,054</b>	<b>206,054</b>	<b>206,054</b>	<b>-2.2%</b>
Fringe Benefits	55,393	57,768	70,739	74,974	83,742	83,742	83,742	11.7%
<b>Fringes</b>	<b>55,393</b>	<b>57,768</b>	<b>70,739</b>	<b>74,974</b>	<b>83,742</b>	<b>83,742</b>	<b>83,742</b>	<b>11.7%</b>
<b>Total Labor Costs</b>	<b>244,944</b>	<b>250,514</b>	<b>276,483</b>	<b>285,647</b>	<b>289,796</b>	<b>289,796</b>	<b>289,796</b>	<b>1.5%</b>
Registration & Tuition	207	230	875	1,060	1,260	1,260	1,260	18.9%
Automobile Allowance	1,646	2,894	3,054	4,050	4,150	3,150	3,150	-22.2%
Commercial Travel	0	0	0	0	1,000	500	500	NA
Meals	667	621	986	1,260	1,760	1,760	1,760	39.7%
Lodging	882	1,379	2,940	3,275	3,750	3,750	3,750	14.5%
Other Travel Exp	5	11	5	50	50	50	50	0.0%
Taxable Meals	109	217	230	100	200	200	200	100.0%
<b>Travel</b>	<b>3,516</b>	<b>5,352</b>	<b>8,089</b>	<b>9,795</b>	<b>12,170</b>	<b>10,670</b>	<b>10,670</b>	<b>8.9%</b>
Office Expenses								
Office Supplies	850	486	1,220	800	800	800	800	0.0%
Stationery and Forms	98	0	117	125	125	125	125	0.0%
Printing Supplies	564	739	592	450	450	450	450	0.0%
Postage and Box Rent	10	0	13	0	0	0	0	NA
Subscriptions	412	331	370	450	450	450	450	0.0%
Membership Dues	90	160	110	200	200	200	200	0.0%
Operating Expenses								

**Winnebago County  
Budget Detail - 2012  
Veterans Services**

100 - 059

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Telephone	1,699	1,658	1,875	1,700	1,700	1,700	1,700	0.0%
Food	142	137	119	225	225	225	225	0.0%
Small Equipment	3,984	0	0	200	200	200	200	0.0%
Other Operating Supplies	7,494	9,331	10,000	10,000	10,000	10,000	10,000	0.0%
Automobile Allowance-Other	4,114	2,874	1,423	1,000	1,000	1,000	1,000	0.0%
Meals-Other	0	9	0	0	0	0	0	NA
Auto Allowance - Taxable	5,192	8,418	3,229	2,500	2,500	2,500	2,500	0.0%
Contractual Services								
Equipment Repairs	153	78	78	400	400	200	200	-50.0%
Other Contract Serv.	700	700	700	700	700	700	700	0.0%
Insurance								
Operating Licenses & Fees	0	0	80	120	120	120	120	0.0%
Relief to Indigents								
Veterans Relief Grants	25,286	23,767	23,715	25,500	25,500	25,500	25,500	0.0%
Veterans Graves	12,901	12,789	13,995	13,000	14,000	14,000	14,000	7.7%
Other Sundry & Fixed Charges								
Operating Grants	3,104	7,620	5,204	13,000	13,000	13,000	13,000	0.0%
Interfund Expenses								
Print & Duplicate	1,922	2,492	3,204	1,900	1,900	1,900	1,900	0.0%
Postage and Box Rent	3,670	3,732	4,253	3,700	3,700	3,700	3,700	0.0%
Equipment Repairs	561	495	396	495	495	495	495	0.0%
Prop. & Liab. Insurance	888	839	924	938	1,073	1,073	1,073	14.4%
Other Operating Expenses	<u>73,834</u>	<u>76,656</u>	<u>71,616</u>	<u>77,403</u>	<u>78,538</u>	<u>78,338</u>	<u>78,338</u>	<u>1.2%</u>
<b>TOTAL EXPENSES</b>	<u><b>322,294</b></u>	<u><b>332,523</b></u>	<u><b>356,189</b></u>	<u><b>372,845</b></u>	<u><b>380,504</b></u>	<u><b>378,804</b></u>	<u><b>378,804</b></u>	<u><b>1.6%</b></u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u><b>308,070</b></u>	<u><b>318,331</b></u>	<u><b>340,344</b></u>	<u><b>359,445</b></u>	<u><b>367,104</b></u>	<u><b>365,404</b></u>	<u><b>365,404</b></u>	<u><b>1.7%</b></u>

# HUMAN SERVICES

Department: 231-XXX Fund: Human Services  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD: Dr. Bill Topel – Director

TELEPHONE: (920) 236-4815

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

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

Workforce Development Center  
Corner of Jackson St and Algoma Blvd.  
Oshkosh, WI 54901

## Mission:

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

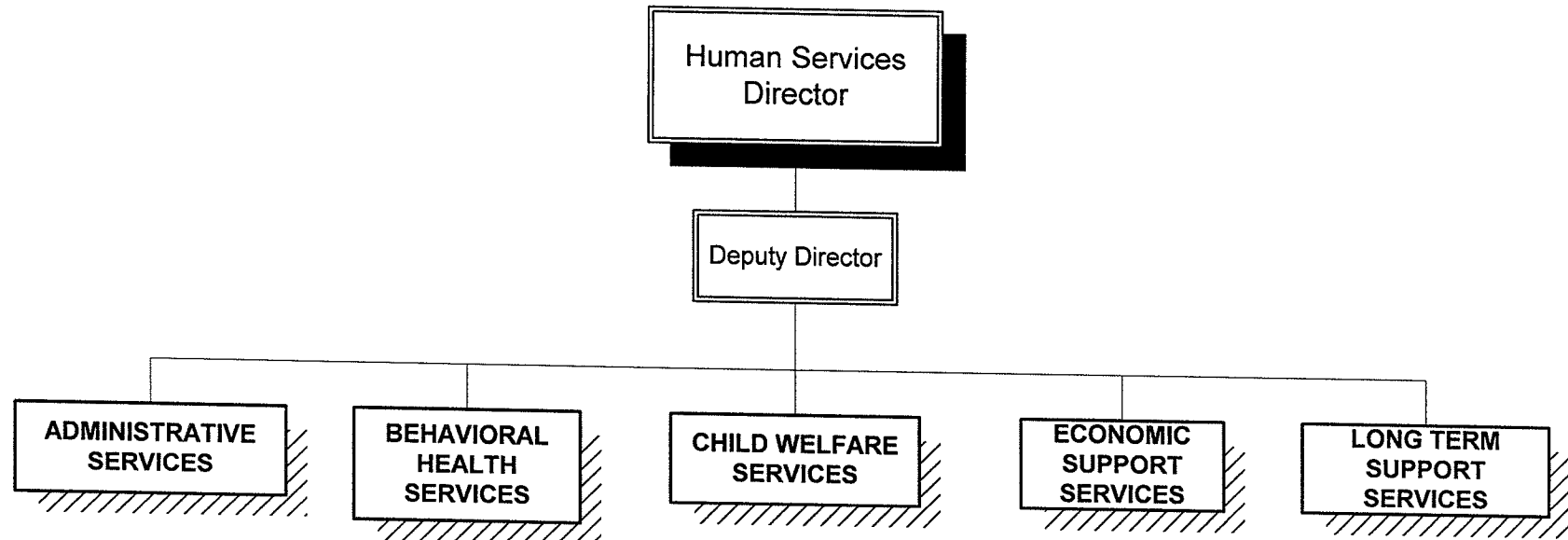
## Department Summary:

The Department's Vision, Mission Statements, Goals and Objectives are identified in the following 2 pages. Also, included are the number of persons anticipated to be served in 2012 and are identified as an individual consumer, family or case as defined by each unique program area.

## Target Population and Service Category Descriptions:

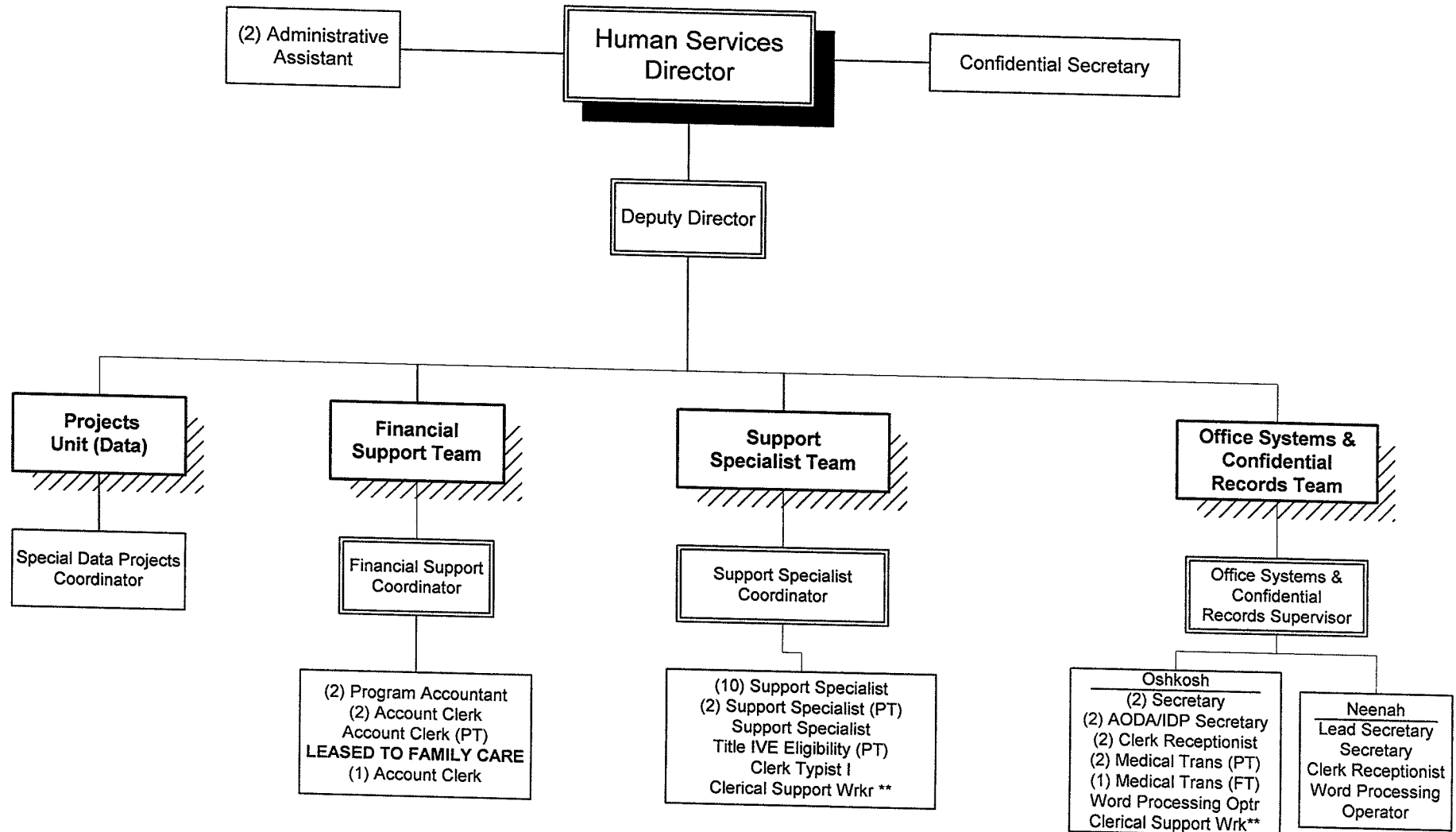
The Department's Target Population and its Service Categories are included as supplemental reference information.

# HUMAN SERVICES



# HUMAN SERVICES

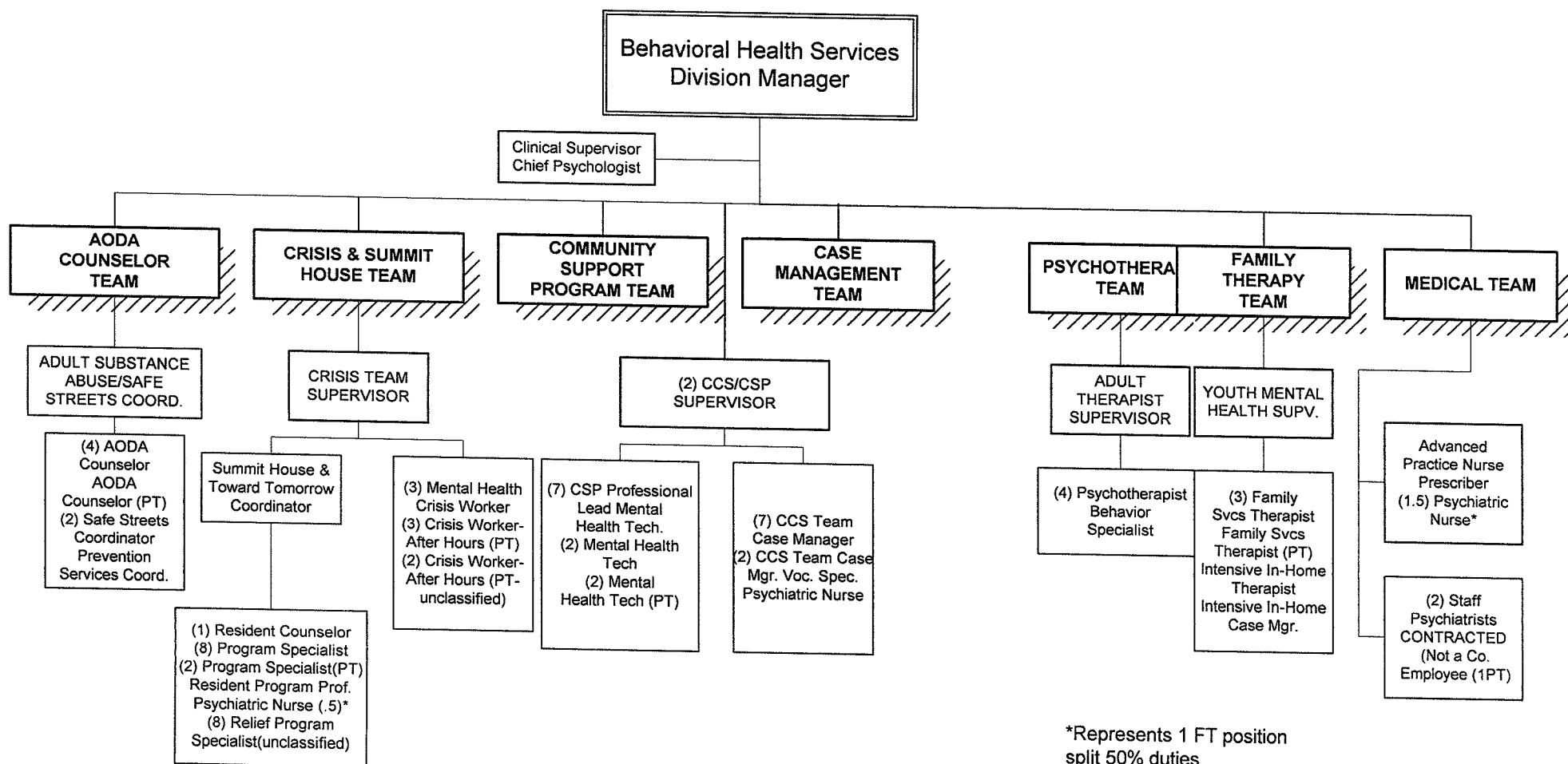
## Administrative Services





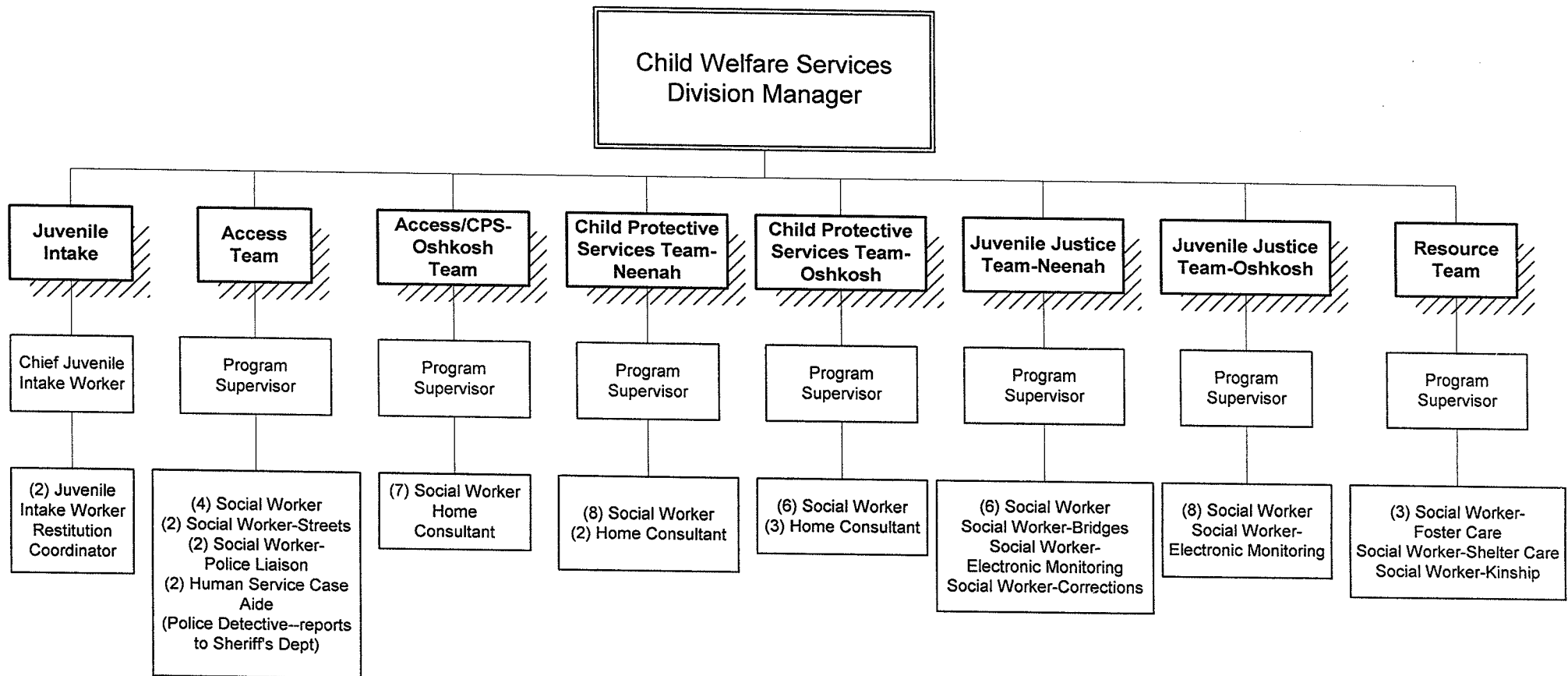
# HUMAN SERVICES

## Behavioral Health Services



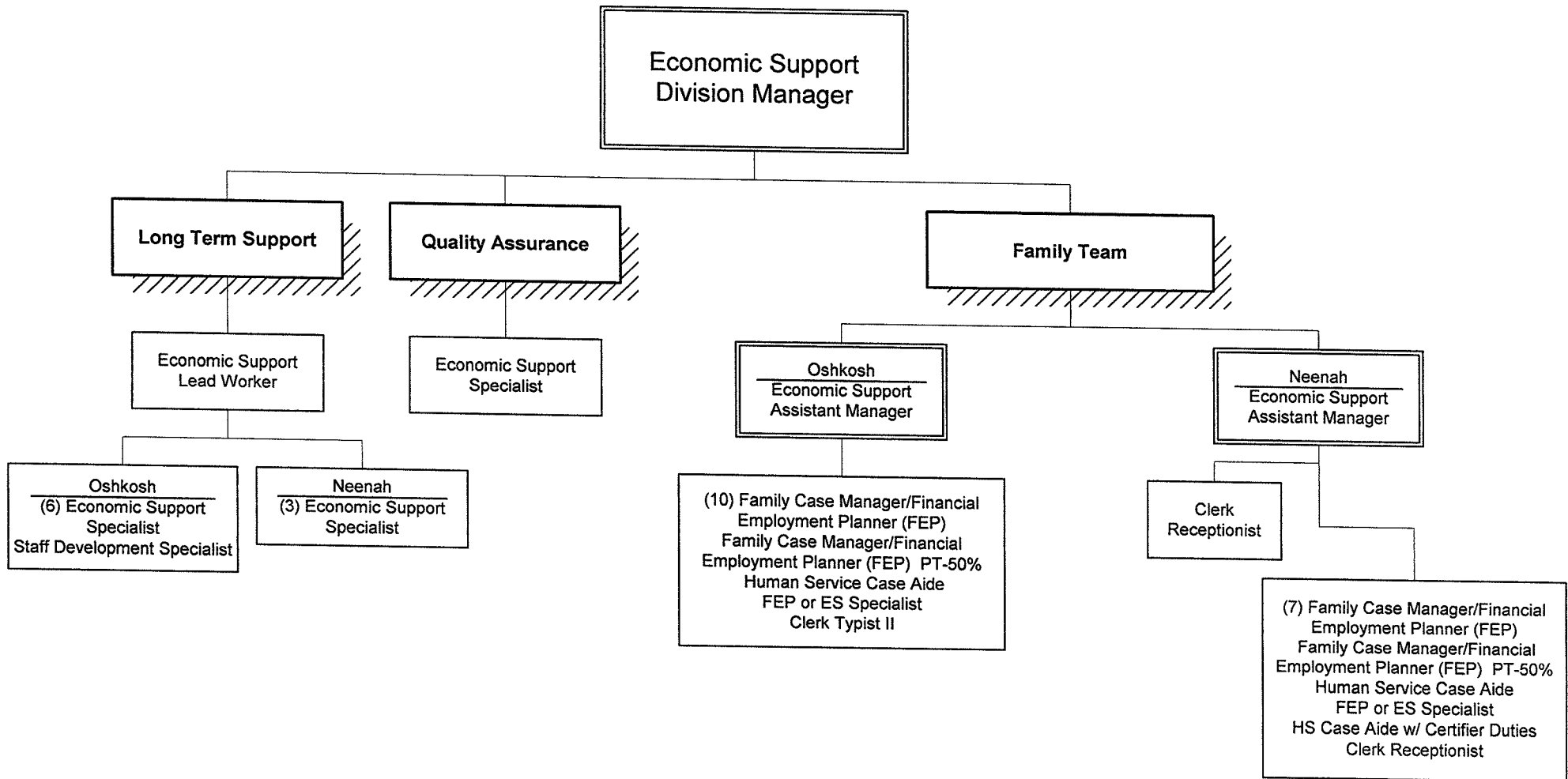
# HUMAN SERVICES

## Child Welfare Services



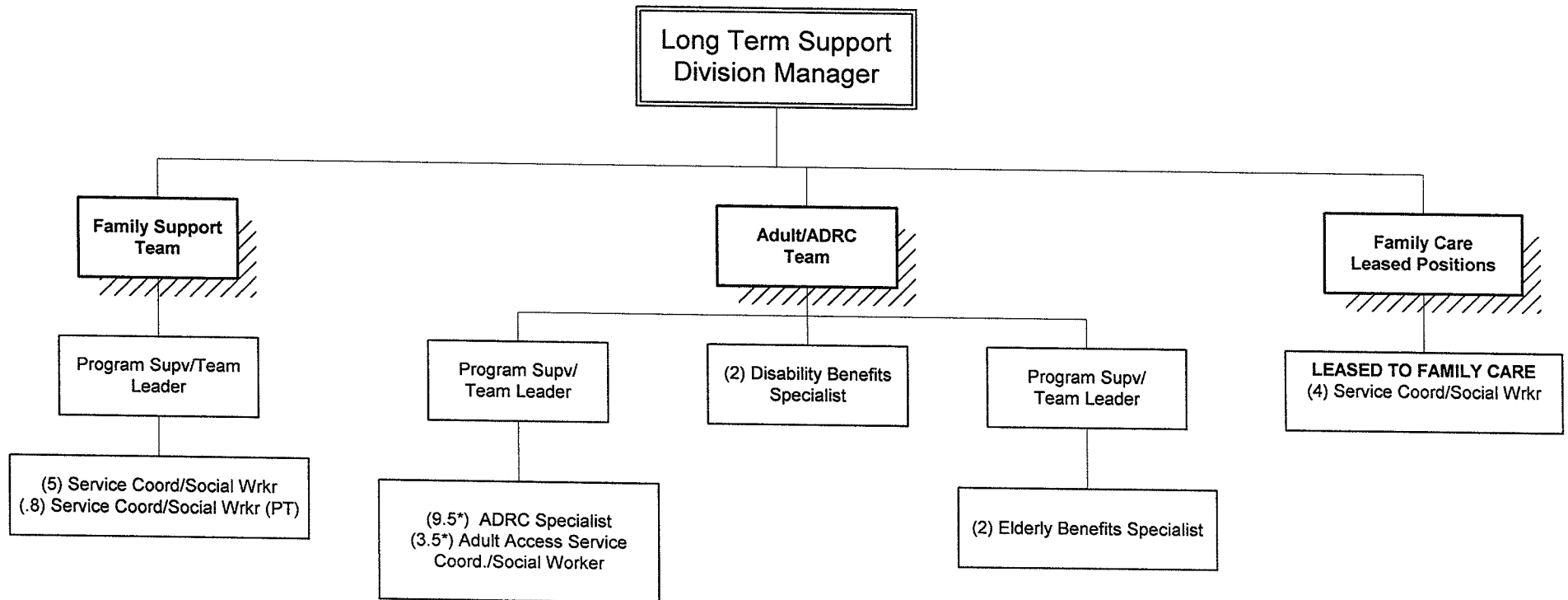
# HUMAN SERVICES

## Economic Support Services



# HUMAN SERVICES

## Long Term Support Services



\*Represents 1 FT position  
split 50% duties

**HUMAN SERVICES**  
 Department: 231 Fund: Human Services  
**2012 BUDGET STRATEGIC PLANNING GOALS & OBJECTIVES**

MISSION								
TO SERVE OUR CLIENTS WITH PROFESSIONAL, QUALITY AND COST-EFFECTIVE SERVICES THAT FOCUS ON PREVENTION, PROTECTION, MENTAL HEALTH, FAMILY INTEGRATION, SELF-DETERMINATION AND RECOVERY WITH RESPECT FOR AND IN PARTNERSHP WITH INDIVIDUALS, FAMILIES, CAREGIVERS AND THE COMMUNITY								
DEPARTMENT-WIDE GOALS (OUTCOMES)								
INDIVIDUALS AND FAMILIES WILL BE STRONGER AND MORE STABLE			CLIENTS WILL OVERCOME LIMITATIONS AND BECOME STRONGER			INSTITUTIONAL/OUT-OF-HOME PLACEMENTS WILL BE REDUCED		
MORE COST-EFFECTIVE COMMUNITY-BASED SERVICE ALTERNATIVES WILL BE AVAILABLE			QUALITY OUTCOMES & SERVICE CAPACITIES WILL BE ACHIEVED			INDIVIDUALS & FAMILIES WILL ACHIEVE SELF-SUFFICIENCY THROUGH EMPOWERMENT		
ANTICIPATED NUMBER SERVED BY TARGET GROUP CATEGORY								
CHILDREN & FAMILY	ABUSED/NEGLECTED CHILDREN	JUVENILE JUSTICE	ADULT & ELDERLY	DEVELOP DISABILITY	PHYSICAL / SENSORY DISABILITY	MENTAL HEALTH	ALCOHOL & OTHER DRUG ABUSE	ECONOMIC BASED SUPPORT
188 Families	1110 Families	609 Families	2719 Persons	891 Persons	769 Persons	4029 Persons	2623 Persons	25437 Cases
DIVISION BASED OBJECTIVES (STRATEGIES)								
BEHAVIORAL HEALTH DIVISION	CHILD WELFARE DIVISION		ECONOMIC SUPPORT DIVISION		LONG TERM SUPPORT DIVISION		ADMIN SERVICES DIVISION	
Pursue the development of a regional adolescent diversion facility through collaboration with the State Dept of Health Services; County Boards and Committees; and Wisconsin Counties and Human Services Associations.	Continue efforts to increase the number of county licensed foster homes through focused recruitment efforts that increase public awareness via public meeting presentations.		Actively respond to inquiries regarding economic support programs and eligibility criteria through outreach efforts in the community and internally through inquiries from HS staff.		Identify customer satisfaction by implementing Quality Assurance activity for county and contrated provided services, incorporating customer satisfaction inquiry in each consumer planning meeting and implement ADRC Quality Assurance Plan. Discuss results with ADRC committee and create follow up plan based on results.		Provide a wide array of administrative support services that enable professional therapists and social workers to increase their direct service face-to-face time with adults, children and families.	
Monitor the Department's ongoing involvement in the tri-county juvenile sex offender program and continue to assess the need for Behavioral Health Therapist's co-facilitation of group therapy.	Continue efforts to enhance foster home based skills through increased learning and offering of other skill building opportunities to meet the needs of children especially those with challenging behaviors.		Prioritize communication with other Human Service staff to facilitate excellent customer service.		Increase the timely and efficient access to program staff by reviewing current access process for children with disabilities and ADRC customers. Recommend changes if needed.		Provide technical training and data related problem-solving techniques that will enhance employee skills and yield greater efficiencies.	

### DIVISION BASED OBJECTIVES (STRATEGIES)

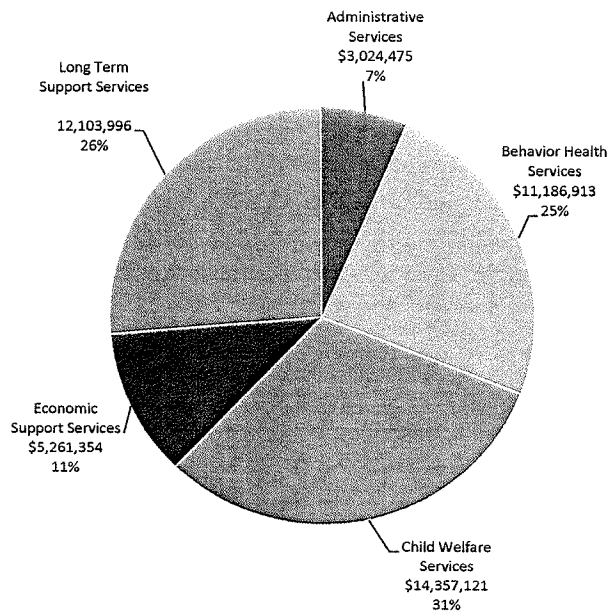
BEHAVIORAL HEALTH DIVISION	CHILD WELFARE DIVISION	ECONOMIC SUPPORT DIVISION	LONG TERM SUPPORT DIVISION	ADMIN SERVICES DIVISION
Collaborate through participation in discussions with WC judges; district attorney; public defender's office, and law enforcement to examine ways to divert mentally ill individuals out of the county jail system to appropriate alternate setting.	Active provide referral and monitoring of youth clients and families to the newly specialized tri-county youth sexual perpetrator services; and evaluation of the service's program objectives and goals.	Actively relay pertinent program changes and case specific information to appropriate HS staff when eligibility issues arise.	Provide alternatives to ADRC inquirers to assist them to use their own, as well as community resources. As a means to prevent and delay the need for publically funded long term care, increase the number of contacts with private pay customers aimed at helping them plan for future long term care needs.	Actively manage the new digital dictation software through education and training which will yield greater efficiencies and quality work product by minimizing turn-around time, expanding accessibility and security over confidential consumer-based dictation.
Continue to review and assess the need to expand the department's adult crisis diversion services; continue efforts to offer this service to other surrounding counties via the purchase of service contracting efforts.	Actively review therapeutic mentoring service provision related to client needs and continue to provide for learning and staff training opportunities.	Continue to attend internal team/staff meeting to give program updates and other changes that will impact clientele.	Identify availability of foster family homes for adults not eligible for family care/IRIS by identifying recruitment and placement activity. Arrange for certification.	Continue to identify clinical consumers eligible to participate in the indigent medication program and Medicaid health coverage programs and services.
Examine the potential expansion of mental health therapy services including for children and families to include assessment of the "walk-in" model for therapy services; in-home therapy and case management services and continued coordination with private service providers.	Continue to enhance supportive In-Home services to children and families including coordination of service provision across the Child Welfare and Behavioural Health Divisions.	Actively facilitate Winnebago County's transition to a new centralized call center based administration of Income Maintenance programs which will begin the latter part of 2011.	Increase availability of services to help families support children with difficult to manage behaviors by defining specific service need, explore potential provider capability and coordinate and implement recommended strategies/services/programs.	Actively promote technological advances through ongoing training to use new electronic equipment for video conferencing, webinars, team meetings and conference calls. Use of this mode of communication will preserve direct worker and supervisory time.
Monitor developments in the county's new juvenile treatment court initiated in September 2010 by continuing to work with judges, DA's office, local law enforcement, public defender's office and other community entities; explore possible need for expansion beyond current numbers and the impact upon BH staff resources.	Continue to schedule cross-division case staffings affording consultation from all service areas within HS to assist workers in service planning for challenging client cases.	Encourage sharing of information that will impact case; such as household composition.	Identify potential MA Waiver eligible children with Human Services by continuing to screen all Long Term Support referred children, per their assessed needs and plans and identify with BH and CW staff potential waiver eligible children based on outcomes plans.	Actively manage data to include creation of electronic data queries to review and validate data and related billing codes prior to claims submittal to minimize outstanding claims and yield maximization of revenue.
Examine possible AODA Outpatient service expansion beyond the current Drug Court population and associated impact upon existing professional staff resources.		Develop outreach at community agencies to include accepting program applications at community food pantry setting.	Identify potential Family Care/IRIS eligible adults within Human Services through the ADRC by identifying adults currently receiving services or newly referred to determine eligibility.	Actively manage and refine consumer specific contact notification process that will ensure prompt recording and subsequent billing to third party revenue sources.

# HUMAN SERVICES

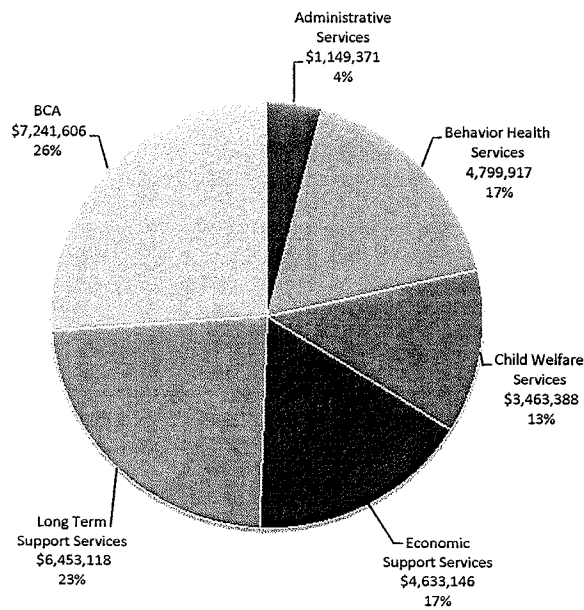
## 2012 BUDGET

### TOTAL ALL BY DIVISION

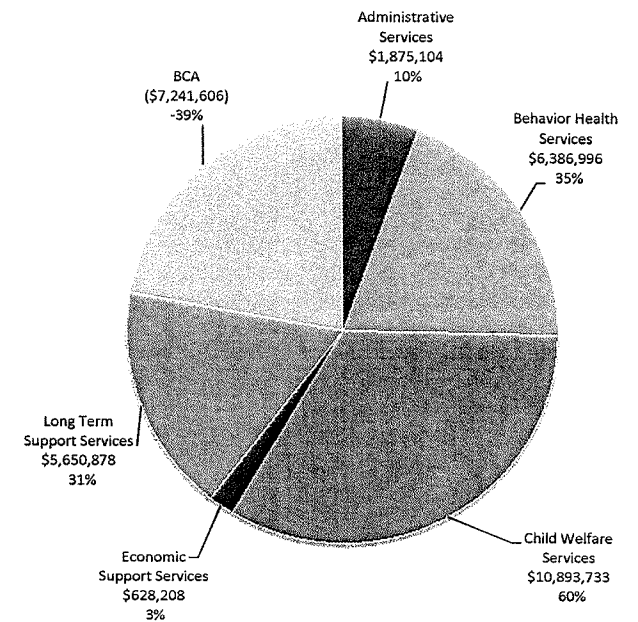
**TOTAL ALL EXPENSES BY DIVISION**  
**\$45,933,859**



**TOTAL ALL REVENUE BY DIVISION**  
**\$27,740,546**



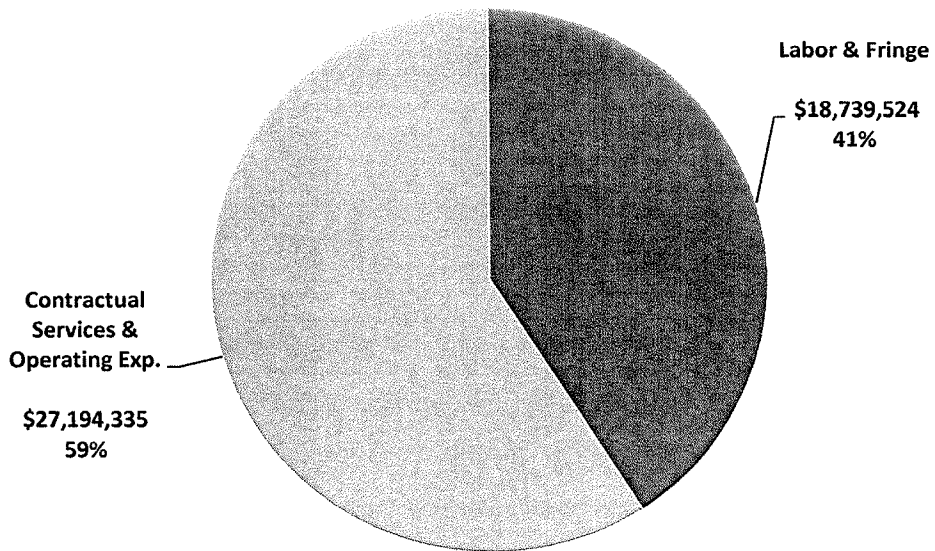
**TOTAL WC TAX LEVY BY DIVISION**  
**\$18,193,313**



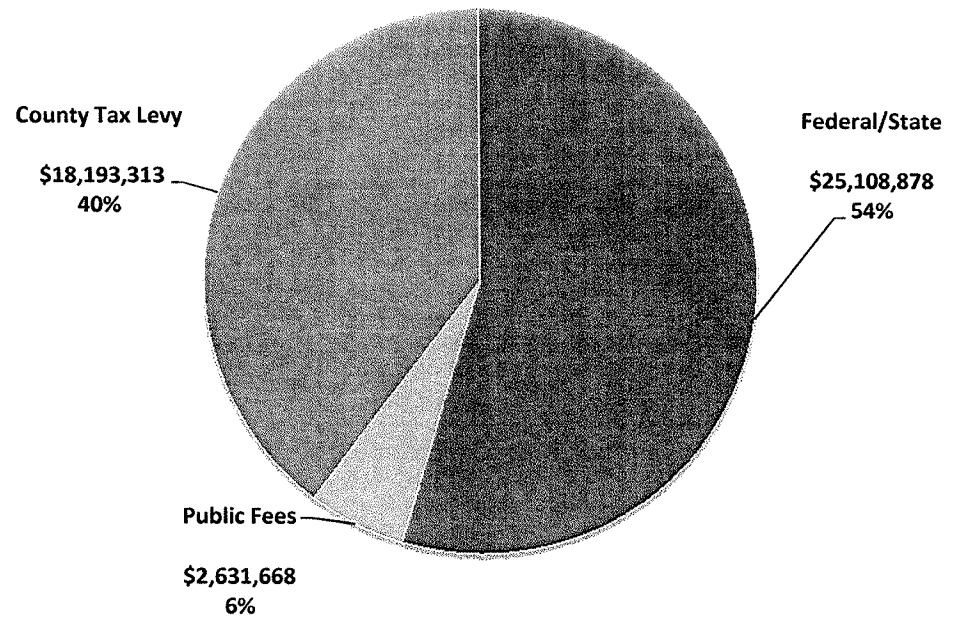
## 2012 BUDGET

### TOTAL ALL BY EXPENSE TYPE & REVENUE SOURCE

TOTAL ALL EXPENSES BY TYPE



TOTAL ALL REVENUE BY SOURCE





# HUMAN SERVICES

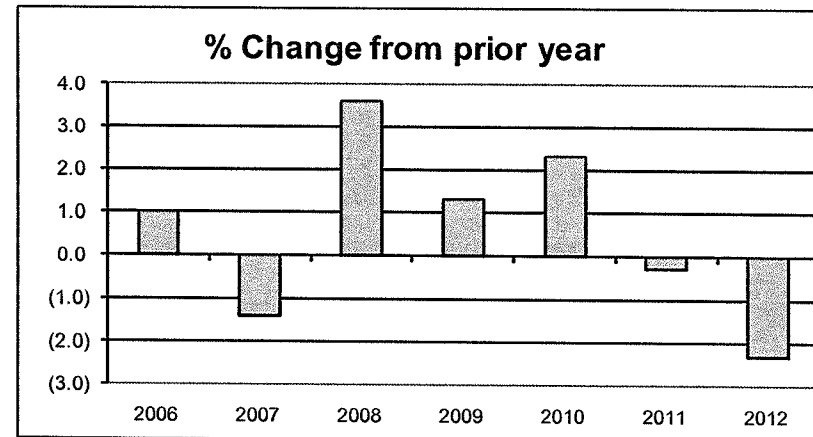
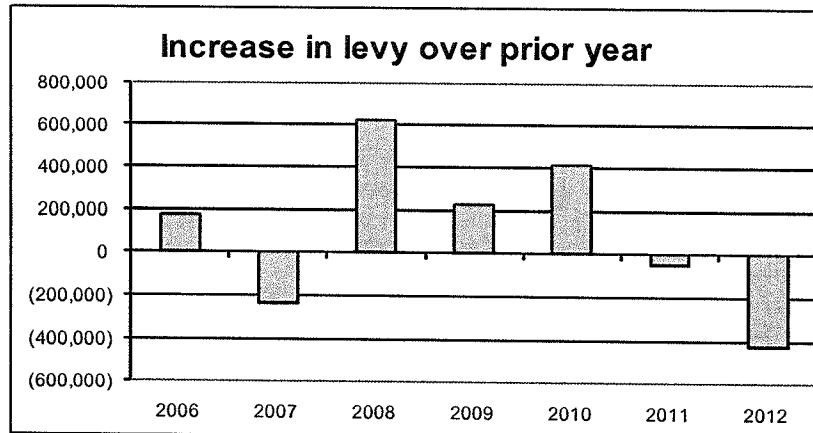
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	237	237	237	236	238	239	245	245	239	243
Part Time	21	21	21	22	23	23	23	22	21	18
Total	258	258	258	258	261	262	268	267	260	261

The changes in the 2011 table of organization can be found within the Table of Organization of Classified Positions schedule found in the Overview section of the budget book.

**COUNTY LEVY:** The tax levy for 2012 is \$18,193,313, a decrease of \$428,423 or 2.3% under 2011.



**Winnebago County  
Budget Detail - 2012  
Human Services  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Medicaid (Title 19)	0	0	2,773	0	0	0	0	NA
Grants	23,108	51,642	0	85,186	0	0	0	0.0%
SPAP	0	0	11,293	15,000	0	0	0	0.0%
MA Comprehensive Community Svc	378,870	383,389	567,145	453,778	550,000	550,000	550,000	21.2%
MA Crisis MH Svcs	211,893	254,940	337,052	320,000	350,234	350,234	350,234	9.4%
CLTS - Children's Waiver	1,844,965	2,316,052	2,018,146	2,407,451	2,307,988	2,307,988	2,307,988	-4.1%
BCA State	5,252,665	4,831,262	5,478,519	5,613,298	5,896,775	5,896,775	5,896,775	5.1%
State - County Match	771,369	773,836	696,617	692,915	644,831	644,831	644,831	-6.9%
ADRC	0	0	948,246	1,447,940	1,692,738	1,692,738	1,692,738	16.9%
APS	0	0	36,241	144,000	144,000	144,000	144,000	0.0%
III-E Grant	60,899	61,251	48,522	61,252	60,373	60,373	60,373	-1.4%
Elderly/Handicapped (85.21)	335,756	342,961	350,271	357,276	361,986	361,986	361,986	1.3%
COP Risk Reserve	0	0	0	283,550	0	0	0	0.0%
Safe Street Drug - DA	0	0	26,359	0	26,359	26,359	26,359	NA
Birth to Three	336,298	332,931	362,346	324,514	302,000	302,000	302,000	-6.9%
SHIP	0	0	10,006	0	5,300	5,300	5,300	NA
Block Grant-AODA	253,027	253,027	363,217	363,218	253,027	253,027	253,027	-30.3%
Block Grant-MI	68,961	68,961	68,961	68,961	68,961	68,961	68,961	0.0%
Certified Mental Health Progra	0	0	71,681	0	64,512	64,512	64,512	NA
Gen Relief Block Grant	65,000	63,635	32,500	0	0	0	0	NA
Non-Resident	7,040	7,321	26,856	8,000	8,000	8,000	8,000	0.0%
Fraud	0	0	9,591	14,310	20,784	20,784	20,784	45.2%
Law Education	373	310	220	340	340	340	340	0.0%
IMD Reg Rel	209,830	209,830	206,683	209,830	206,683	206,683	206,683	-1.5%
Safe Streets - Drug Grant	0	0	0	30,000	0	0	0	0.0%
Cip I (A)	3,281,804	3,298,851	1,628,924	0	0	0	0	NA
CIP 1B Relocation	1,426,652	1,394,716	629,390	0	0	0	0	NA
Brain Injury	354,811	350,382	184,966	0	0	0	0	NA
Cip I (B)	9,023,144	9,451,868	4,973,441	0	0	0	0	NA
Adam Walsh Fingerprinting Gran	1,620	1,059	2,891	1,340	1,340	1,340	1,340	0.0%
Family Support Program	126,074	106,045	132,378	126,074	126,074	126,074	126,074	0.0%
Other State Adjustments	0	14,720	13,417	10,000	10,000	10,000	10,000	0.0%
SACWIS	15,121	4,853	1,650	5,000	3,000	3,000	3,000	-40.0%
Child - Family Incentive	218,196	156,794	0	0	0	0	0	NA
Alz Family Caregiver	64,572	64,806	64,338	53,595	45,200	45,200	45,200	-15.7%
Youth Aids	2,274,741	2,318,516	2,175,223	2,285,966	2,057,369	2,057,369	2,057,369	-10.0%
Youth Aids-AODA	16,333	15,568	23,170	23,170	21,000	21,000	21,000	-9.4%
Independent Living - ETV	41,327	30,463	32,157	35,895	40,000	40,000	40,000	11.4%

**Winnebago County**  
**Budget Detail - 2012**  
**Human Services**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Elder Abuse	49,355	49,356	48,615	48,861	48,861	48,861	48,861	0.0%
CIP-II	3,515,779	3,607,906	2,782,140	0	0	0	0	NA
Community Options	1,726,549	1,736,121	1,510,678	1,107,590	1,063,468	1,063,468	1,063,468	-4.0%
COP - MA Waiver	4,008,697	3,511,999	1,705,181	0	0	0	0	NA
Safe & Stable Families	61,800	61,800	61,800	61,800	61,800	61,800	61,800	0.0%
Kinship Care Grant	437,443	446,666	432,411	456,000	456,000	456,000	456,000	0.0%
Income Maint Admin	1,899,142	1,947,911	1,917,737	1,904,492	1,944,123	1,944,123	1,944,123	2.1%
W-2 Adm - Services	927,380	802,957	1,536,204	1,085,413	1,900,204	1,900,204	1,900,204	75.1%
III-D Grant	8,628	8,628	8,677	8,628	8,720	8,720	8,720	1.1%
Community Intervention - YAPO	97,864	125,435	112,566	111,650	111,650	111,650	111,650	0.0%
LIEAP	246,483	282,289	328,917	261,365	374,467	374,467	374,467	43.3%
Emergency Assistance	63,759	72,297	106,845	70,000	120,000	120,000	120,000	71.4%
Funeral & Cemetary	175,164	170,459	200,574	172,493	200,000	200,000	200,000	15.9%
MA Transport (XIX)	82,265	96,759	145,128	86,000	0	0	0	0.0%
Refugee Aid	16,785	434	6,408	10,000	10,000	10,000	10,000	0.0%
Contracted Child Care	32,236	36,223	36,990	36,000	36,450	36,450	36,450	1.3%
Child Care Adm - Program	287,829	287,754	293,626	293,626	447,667	447,667	447,667	52.5%
Program Integrity	12,217	2,586	0	0	0	0	0	NA
SS/Multi Purpose	123,303	124,206	126,132	124,207	126,117	126,117	126,117	1.5%
Nutr-Congregate (C-1)	279,643	306,971	280,045	278,755	280,748	280,748	280,748	0.7%
Nutr-Home Del (C-2)	87,942	109,630	96,121	95,815	96,169	96,169	96,169	0.4%
Nutr Serv Incent Prog	84,724	59,612	71,491	70,617	64,473	64,473	64,473	-8.7%
State Senior Comm	10,366	10,366	9,606	9,859	9,859	9,859	9,859	0.0%
Benefit Specialists	33,438	33,438	33,438	33,438	33,438	33,438	33,438	0.0%
MAPT - Adult Foster Care	34,693	37,834	19,182	0	0	0	0	NA
Transportation Aids	167,192	238,000	286,628	197,000	197,000	197,000	197,000	0.0%
Prior Yr MA	283,779	110,969	0	0	0	0	0	NA
MA Targeted Case Mgmt	146,784	140,085	123,091	84,753	104,685	104,685	104,685	23.5%
MA CSP Funds	376,393	381,372	365,310	405,000	350,000	350,000	350,000	-13.6%
MA Personal Care	2,524,478	2,536,785	1,270,234	1,999	0	0	0	0.0%
MA Outpatient	206,493	243,951	234,776	375,000	231,000	231,000	231,000	-38.4%
MA Inpatient	0	52,079	207,109	55,000	55,000	55,000	55,000	0.0%
Persons in Treatment	16,200	16,201	16,199	16,200	0	0	0	0.0%
IMD-OBRA Relocations	12,045	12,045	11,864	12,045	10,840	10,840	10,840	-10.0%
Intoxicated Driver Program	52,298	57,402	72,340	54,000	64,627	64,627	64,627	19.7%
Regional Foster Care Training	2,839	3,431	4,795	3,135	4,800	4,800	4,800	53.1%
Brighter Futures	202,724	202,723	196,949	202,724	202,724	202,724	202,724	0.0%
CSDRB	416,766	381,261	279,369	405,000	280,000	280,000	280,000	-30.9%
WIMCR	1,261,740	1,705,622	868,577	700,000	700,000	700,000	700,000	0.0%

**Winnebago County**  
**Budget Detail - 2012**  
**Human Services**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Health Checks	7,709	2,266	16,240	5,000	5,000	5,000	5,000	0.0%
COP-Prior Year	(2,971)	0	(780)	0	0	0	0	NA
Program Integrity - Prior Year	666	0	0	0	0	0	0	NA
CIP II - Relocations	935,223	2,186,824	718,412	0	0	0	0	NA
PRIOR YEAR INTERGVT	81,102	314,630	257,676	15,000	0	0	0	0.0%
CIP II Diversion	194,552	305,795	176,842	0	0	0	0	NA
FSET 100%	0	131,942	118,990	157,715	128,114	128,114	128,114	-18.8%
TPR Adoption Federal	10,898	57,424	45,435	57,000	57,000	57,000	57,000	0.0%
OWI Municipality Fee	0	52,716	55,222	55,000	55,000	55,000	55,000	0.0%
ROLO Conditional Release	11,641	0	1,298	1,000	0	0	0	0.0%
<b>Intergovernmental</b>	<b>47,876,483</b>	<b>50,223,149</b>	<b>38,732,278</b>	<b>24,571,039</b>	<b>25,108,878</b>	<b>25,108,878</b>	<b>25,108,878</b>	<b>2.2%</b>
Fees And Costs	1,633	1,350	2,070	1,500	1,500	1,500	1,500	0.0%
Forms, Copies, Etc.	276	161	649	219	300	300	300	37.0%
Offset Revenue	0	0	266,993	664,247	462,294	462,294	462,294	-30.4%
Reimbursed Costs	12,477	6,809	38,691	10,800	10,800	10,800	10,800	0.0%
OWI Assessment Fees	236,572	273,737	279,613	273,000	275,000	275,000	275,000	0.7%
Third Party Collections	6,979	739,153	618,098	700,000	620,000	620,000	620,000	-11.4%
Donations	292	0	0	0	0	0	0	NA
Client Cost Shares/Fees	1,833,353	1,116,233	720,418	566,698	529,375	529,375	529,375	-6.6%
State Fee Collections	217,065	187,837	187,211	205,000	190,000	190,000	190,000	-7.3%
PRIOR YEAR CONTRACTUAL	14,952	(31,911)	71,497	11,400	3,400	3,400	3,400	-70.2%
Child Support	258,112	250,776	221,817	255,000	240,000	240,000	240,000	-5.9%
Other Public Charges	13,365	909	0	0	0	0	0	NA
Jobs-Loan Repayment	(0)	150	500	0	0	0	0	NA
Child Welfare Reimbursement	529	1,006	460	200	0	0	0	0.0%
Collection Agency	444,781	434,087	342,442	439,001	294,999	294,999	294,999	-32.8%
<b>Public Services</b>	<b>3,040,385</b>	<b>2,980,297</b>	<b>2,750,460</b>	<b>3,127,065</b>	<b>2,627,668</b>	<b>2,627,668</b>	<b>2,627,668</b>	<b>-16.0%</b>
Incentives	4,942	(1,638)	470	8,589	4,000	4,000	4,000	-53.4%
<b>Intergovernmental Services</b>	<b>4,942</b>	<b>(1,638)</b>	<b>470</b>	<b>8,589</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>-53.4%</b>
Revenue Allocated	(9,364,735)	(9,490,596)	(8,864,233)	(1,864,375)	(1,836,091)	(1,836,091)	(1,836,091)	-1.5%
Grant - BCA	6,960,669	6,960,669	6,429,998	0	0	0	0	NA
Grant - SACWIS	7,000	0	0	0	0	0	0	NA
Grant - Independent Living	20,000	20,000	20,000	20,000	30,000	30,000	30,000	50.0%
Community Options	344,939	525,800	553,923	575,800	630,675	630,675	630,675	9.5%
Grant - Income Maintenance	513,949	493,949	450,858	450,858	450,858	450,858	450,858	0.0%

**Winnebago County**  
**Budget Detail - 2012**  
**Human Services**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grant - W-2 Administration	60,902	60,902	60,902	60,902	60,902	60,902	60,902	0.0%
Child Welfare Match	0	0	135,000	115,000	75,234	75,234	75,234	-34.6%
BH Match	0	0	65,000	0	0	0	0	NA
Long Term Support Admin	1,351,462	1,323,462	1,042,738	536,000	536,019	536,019	536,019	0.0%
Grant - Child Care Admin	105,814	105,814	105,814	105,814	52,403	52,403	52,403	-50.5%
<b>Interfund Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Other Miscellaneous Revenues	7,306	10,972	55	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>7,306</b>	<b>10,972</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Transfers In	35,957	33,515	0	0	0	0	0	NA
<b>Other Operating Transfers</b>	<b>35,957</b>	<b>33,515</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>50,965,073</b>	<b>53,246,294</b>	<b>41,483,263</b>	<b>27,706,692</b>	<b>27,740,546</b>	<b>27,740,546</b>	<b>27,740,546</b>	<b>0.1%</b>
Regular Pay	12,343,353	13,158,921	13,053,544	13,143,118	13,206,239	13,206,239	13,206,239	0.5%
Overtime	125,976	103,803	93,568	102,450	117,198	117,198	117,198	14.4%
Other Personal Serv.	1,485	574	430	0	0	0	0	NA
Regular Pay	0	0	50,467	0	0	0	0	NA
<b>Wages</b>	<b>12,470,813</b>	<b>13,263,298</b>	<b>13,198,009</b>	<b>13,245,568</b>	<b>13,323,437</b>	<b>13,323,437</b>	<b>13,323,437</b>	<b>0.6%</b>
Fringe Benefits	5,448,465	5,851,711	5,834,865	6,261,540	5,416,088	5,416,088	5,416,088	-13.5%
Unemployment Comp	2,618	11,052	2,685	0	0	0	0	NA
<b>Fringes</b>	<b>5,451,084</b>	<b>5,862,763</b>	<b>5,837,550</b>	<b>6,261,540</b>	<b>5,416,088</b>	<b>5,416,088</b>	<b>5,416,088</b>	<b>-13.5%</b>
<b>Total Labor Costs</b>	<b>17,921,897</b>	<b>19,126,061</b>	<b>19,035,560</b>	<b>19,507,108</b>	<b>18,739,525</b>	<b>18,739,525</b>	<b>18,739,525</b>	<b>-3.9%</b>
Registration & Tuition	34,477	36,971	38,277	34,211	47,237	47,237	47,237	38.1%
Automobile Allowance	304,451	315,576	285,608	311,371	297,761	297,761	297,761	-4.4%
Commercial Travel	0	342	195	500	1,000	1,000	1,000	100.0%
Meals	5,055	1,786	3,446	2,477	3,800	3,800	3,800	53.4%
Lodging	11,752	11,825	17,431	12,163	15,140	15,140	15,140	24.5%
Other Travel Exp	461	197	1,091	381	1,280	1,280	1,280	236.0%
Taxable Meals	1,935	3,431	3,656	2,547	3,525	3,525	3,525	38.4%
<b>Travel</b>	<b>358,130</b>	<b>370,128</b>	<b>349,703</b>	<b>363,650</b>	<b>369,743</b>	<b>369,743</b>	<b>369,743</b>	<b>1.7%</b>

**Winnebago County**  
**Budget Detail - 2012**  
**Human Services**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Fixed Equipment	0	26,677	0	0	0	0	0	NA
Other Equipment	0	3,000	0	18,000	40,000	40,000	40,000	122.2%
Capital	0	29,677	0	18,000	40,000	40,000	40,000	122.2%
Office Expenses								
Office Supplies	38,234	34,104	32,148	36,163	35,000	35,000	35,000	-3.2%
Printing Supplies	12,559	13,756	11,345	10,000	11,000	11,000	11,000	10.0%
Print & Duplicate	6,898	8,749	7,036	8,148	11,552	10,552	10,552	29.5%
Postage and Box Rent	11,780	14,132	13,871	12,000	14,000	14,000	14,000	16.7%
Computer Software	75,764	17,972	31,181	30,100	30,000	30,000	30,000	-0.3%
Advertising	5,788	2,804	6,660	8,000	11,500	9,500	9,500	18.8%
Subscriptions	2,730	1,970	3,040	2,452	2,495	2,495	2,495	1.8%
Membership Dues	10,063	10,405	16,523	13,359	14,200	14,200	14,200	6.3%
Publish Legal Notices	172	67	1,835	120	120	120	120	0.0%
Operating Expenses								
Misc Child Welfare - Prog Exps	0	0	302	0	0	0	0	NA
Foster Care Banquet	3,974	2,834	2,884	2,600	3,200	3,200	3,200	23.1%
Emergency Rent Assistance	26,676	17,171	18,108	25,000	27,500	27,500	27,500	10.0%
Registration & Tuition-Other	5,892	3,312	5,767	2,800	3,000	3,000	3,000	7.1%
Consumer Program Expenses	73,702	62,869	102,709	106,462	151,362	151,362	151,362	42.2%
Consumer Outreach	168,301	168,261	164,577	150,202	146,983	146,983	146,983	-2.1%
Job Access Loans	2,385	0	0	0	0	0	0	NA
Education & Training	0	0	625	0	0	0	0	NA
Consumer Transportation	78,531	87,361	88,537	49,000	70,692	70,692	70,692	44.3%
Telephone	97,571	86,391	98,182	93,281	102,809	102,809	102,809	10.2%
Household Supplies	3,125	4,264	2,626	3,500	7,103	7,103	7,103	102.9%
Food	11,568	8,324	7,306	10,352	21,267	21,267	21,267	105.4%
Small Equipment	57,037	19,603	36,715	18,300	26,563	26,563	26,563	45.2%
Medical Supplies	114,820	107,600	105,576	120,051	160,100	160,100	160,100	33.4%
Legal Fees	155	0	0	0	0	0	0	NA
Automobile Allowance-Other	409	10	0	0	0	0	0	NA
Auto Allowance - Taxable	35	0	0	0	0	0	0	NA
Internet - Taxable	358	0	0	180	180	180	180	0.0%
Repairs & Maintenance								
Maintenance - Buildings	1,470	3,402	0	0	0	0	0	NA
Repair & Maintenance Supplies	40,247	43,925	2,878	0	0	0	0	NA
Maintenance Supplies								
Motor Fuel	7,240	3,606	4,819	5,424	5,500	5,500	5,500	1.4%

**Winnebago County**  
**Budget Detail - 2012**  
**Human Services**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Utilities								
Heat	4,042	3,965	3,540	1,300	4,800	4,800	4,800	269.2%
Power and Light	12,009	10,144	8,354	4,000	8,325	8,325	8,325	108.1%
Water and Sewer	5,651	5,429	4,377	2,200	5,500	5,500	5,500	150.0%
Refuse Collection	2,787	3,154	3,707	2,000	4,000	4,000	4,000	100.0%
Contractual Services								
Contractual Services	48,313,865	49,024,635	32,867,957	19,036,279	19,436,080	19,236,080	19,236,080	1.0%
Rental Expenses								
Building Rental	194,316	194,482	162,756	138,306	138,340	138,340	138,340	0.0%
Equipment Rental	37,441	30,310	34,608	38,000	38,000	38,000	38,000	0.0%
Other Rents and Leases	55,874	55,874	50,954	27,937	50,954	50,954	50,954	82.4%
Insurance								
Prop & Liab Insurance	4,582	7,926	3,718	9,000	9,000	9,000	9,000	0.0%
Operating Licenses & Fees	4,563	2,883	6,605	4,908	8,092	8,092	8,092	64.9%
Medical Transportation Assist	86,273	90,121	137,414	80,000	0	0	0	0.0%
Emergency Assistance	70,287	80,619	119,078	70,000	120,000	120,000	120,000	71.4%
Refugee Assistance	16,785	434	6,408	10,000	10,000	10,000	10,000	0.0%
Funeral & Cemetary	176,579	168,406	196,256	172,493	200,000	200,000	200,000	15.9%
Relief to Indigents								
W-2 Benefits	402,136	446,047	984,496	650,000	1,536,000	1,536,000	1,536,000	136.3%
Other Sundry & Fixed Charges								
Bad Debts Expense	(422)	38,258	220	0	0	0	0	NA
Taxes & Assessments	0	0	715	0	0	0	0	NA
Operating Grants	178,447	172,998	158,353	191,928	191,928	191,928	191,928	0.0%
Family Care Contribution	0	0	2,750,638	5,012,945	4,036,282	4,036,282	4,036,282	-19.5%
Other Miscellaneous	18,384	4,042	2,596	0	0	0	0	NA
Loss on Disposition of Assets	0	0	15	0	0	0	0	NA
Interfund Expenses								
Office Supplies	600	0	176	300	300	300	300	0.0%
Print & Duplicate	61,449	71,877	94,371	65,240	75,500	75,500	75,500	15.7%
Postage and Box Rent	41,137	41,189	36,733	39,800	42,000	42,000	42,000	5.5%
Motor Fuel	8,572	6,544	7,712	7,558	8,000	8,000	8,000	5.8%
Medical and Dental	144	756	833	0	0	0	0	NA
Vehicle Repairs	5,845	9,827	10,819	5,100	5,000	5,000	5,000	-2.0%
Equipment Repairs	12,276	12,606	11,517	12,882	12,882	12,882	12,882	0.0%
Professional Services	126	0	0	0	0	0	0	NA
Building Rental	10,200	10,200	10,020	0	10,200	10,200	10,200	NA
Prop. & Liab. Insurance	150,660	172,534	184,872	150,000	180,282	180,282	180,282	20.2%

**Winnebago County  
Budget Detail - 2012  
Human Services  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Recording Services	0	484	210	0	0	0	0	NA
Other Operating Expenses	50,732,095	51,388,630	38,625,278	26,439,670	26,987,591	26,784,591	26,784,591	1.3%
<b>TOTAL EXPENSES</b>	<b>69,012,122</b>	<b>70,914,496</b>	<b>58,010,540</b>	<b>46,328,428</b>	<b>46,136,859</b>	<b>45,933,859</b>	<b>45,933,859</b>	<b>-0.9%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>18,047,049</b>	<b>17,668,202</b>	<b>16,527,278</b>	<b>18,621,736</b>	<b>18,396,313</b>	<b>18,193,313</b>	<b>18,193,313</b>	<b>-2.3%</b>



# ADMINISTRATIVE SERVICES DIVISION

## MISSION STATEMENT

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

## HIGHLIGHTS

The Administrative Services Division shows a favorable budget-to-budget variance of \$352,400. This is the result of the consolidation of the Administrative Services Division Manager and the Deputy Director position, the lower fringe rate due to employee contributions to the pension fund and higher BCA grant revenues.

## COMPARATIVE LEVY IMPACT / VARIANCE SUMMARY

2011 Budgeted Levy \$ (5,014,102)

### Revenue Changes:

BCA	(235,393)	Increase - 2012 Budget based on current estimates of State proposals for BCA.
Leased Staff Revenue	46,826	Decrease - reduction of 1 clerk leased to Lakeland Family Care.
Remaining Revenues	5,311	Decrease - Reduction in SACWIS Admin Child Care Admin state revenues.

### Expense Changes:

Labor	(77,159)	inflationary increase); {MGMT - Includes 1.5% or 2.5% inflationary increase}. Consolidation of Admin Svs Div Mgr & Deputy Director to 1 FT position; reduction of 1 clerk leased position and redistribute 76% of hours to 3 PT clerical support positions.
Fringe	(170,237)	Decrease - Lower due to Employee funding Employee Share pension contr
Other Equipment	22,000	Increase - Represents replacement of two vehicles.
Postage and Box Rent	4,200	Increase - Increasing costs of postage service.
Print and Duplicate	10,760	Increase - Elevated overall volume with efforts to reduce costly color printing
Property & Liability Insurance	30,282	Increase - Rates determined by Finance Dept.
Remaining Expenses	11,010	Increase - Various inflationary items (telephone, office supplies, etc.)

LEVY IMPACT - 2012 PROPOSED BUDGET	\$ (5,366,502)
Decrease in Levy	\$ (352,400)
Percentage Decrease	7%

**Winnebago County  
Budget Detail - 2012  
Administrative Services  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	13,108	51,642	0	0	0	0	0	NA
BCA State	5,252,665	4,831,262	5,478,519	5,613,298	5,896,775	5,896,775	5,896,775	5.1%
State - County Match	771,369	773,836	696,617	692,915	644,831	644,831	644,831	-6.9%
SACWIS	15,121	4,853	1,650	5,000	3,000	3,000	3,000	-40.0%
WIMCR	1,261,740	1,705,622	868,577	700,000	700,000	700,000	700,000	0.0%
<b>Intergovernmental</b>	<b>7,314,003</b>	<b>7,367,215</b>	<b>7,045,363</b>	<b>7,011,213</b>	<b>7,244,606</b>	<b>7,244,606</b>	<b>7,244,606</b>	<b>3.3%</b>
Forms, Copies, Etc.	276	161	649	219	300	300	300	37.0%
Offset Revenue	0	0	21,716	92,715	45,889	45,889	45,889	-50.5%
Reimbursed Costs	0	0	28,990	0	0	0	0	NA
<b>Public Services</b>	<b>276</b>	<b>161</b>	<b>51,355</b>	<b>92,934</b>	<b>46,189</b>	<b>46,189</b>	<b>46,189</b>	<b>-50.3%</b>
Revenue Allocated	(6,967,669)	(6,960,668)	(6,429,998)	0	0	0	0	NA
Grant - Income Maintenance	513,949	493,949	450,858	450,858	450,858	450,858	450,858	0.0%
Grant - W-2 Administration	60,902	60,902	60,902	60,902	60,902	60,902	60,902	0.0%
Long Term Support Admin	1,351,462	1,323,462	1,042,738	536,000	536,019	536,019	536,019	0.0%
Grant - Child Care Admin	55,814	55,814	55,814	55,814	52,403	52,403	52,403	-6.1%
<b>Interfund Revenues</b>	<b>(4,985,542)</b>	<b>(5,026,541)</b>	<b>(4,819,686)</b>	<b>1,103,574</b>	<b>1,100,182</b>	<b>1,100,182</b>	<b>1,100,182</b>	<b>-0.3%</b>
<b>Interest on Investments</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Miscellaneous Revenues	6,256	10,972	10	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>6,256</b>	<b>10,972</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Transfers In	35,957	33,515	0	0	0	0	0	NA
<b>Other Operating Transfers</b>	<b>35,957</b>	<b>33,515</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>2,370,951</b>	<b>2,385,322</b>	<b>2,277,042</b>	<b>8,207,721</b>	<b>8,390,977</b>	<b>8,390,977</b>	<b>8,390,977</b>	<b>2.2%</b>
Regular Pay	1,776,752	1,820,230	1,746,730	1,743,344	1,665,185	1,665,185	1,665,185	-4.5%
Overtime	132	204	454	0	1,000	1,000	1,000	NA
<b>Wages</b>	<b>1,776,884</b>	<b>1,820,434</b>	<b>1,747,184</b>	<b>1,743,344</b>	<b>1,666,185</b>	<b>1,666,185</b>	<b>1,666,185</b>	<b>-4.4%</b>
Fringe Benefits	811,406	825,882	797,429	912,523	742,286	742,286	742,286	-18.7%
Unemployment Comp	2,618	11,052	2,685	0	0	0	0	NA

**Winnebago County**  
**Budget Detail - 2012**  
**Administrative Services**  
ALL

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Fringes</b>	<b>814,025</b>	<b>836,934</b>	<b>800,114</b>	<b>912,523</b>	<b>742,286</b>	<b>742,286</b>	<b>742,286</b>	<b>-18.7%</b>
<b>Total Labor Costs</b>	<b>2,590,909</b>	<b>2,657,368</b>	<b>2,547,298</b>	<b>2,655,867</b>	<b>2,408,471</b>	<b>2,408,471</b>	<b>2,408,471</b>	<b>-9.3%</b>
Registration & Tuition	3,757	4,642	3,034	3,757	4,000	4,000	4,000	6.5%
Automobile Allowance	10,789	10,378	7,884	8,000	8,000	8,000	8,000	0.0%
Meals	341	72	161	200	200	200	200	0.0%
Lodging	213	616	990	213	500	500	500	134.7%
Other Travel Exp	73	0	22	50	100	100	100	100.0%
Taxable Meals	192	553	281	250	300	300	300	20.0%
<b>Travel</b>	<b>15,364</b>	<b>16,261</b>	<b>12,372</b>	<b>12,470</b>	<b>13,100</b>	<b>13,100</b>	<b>13,100</b>	<b>5.1%</b>
Fixed Equipment	0	26,677	0	0	0	0	0	NA
Other Equipment	0	3,000	0	18,000	40,000	40,000	40,000	122.2%
<b>Capital</b>	<b>0</b>	<b>29,677</b>	<b>0</b>	<b>18,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>122.2%</b>
<b>Office Expenses</b>								
Office Supplies	34,158	31,280	28,941	32,719	33,000	33,000	33,000	0.9%
Printing Supplies	10,895	11,559	9,742	8,000	9,000	9,000	9,000	12.5%
Print & Duplicate	5,639	7,583	5,629	6,000	6,000	5,000	5,000	-16.7%
Postage and Box Rent	11,773	14,132	13,871	12,000	14,000	14,000	14,000	16.7%
Computer Software	75,675	17,883	26,192	30,000	30,000	30,000	30,000	0.0%
Advertising	2,635	0	78	0	0	0	0	NA
Subscriptions	327	305	304	306	350	350	350	14.4%
Membership Dues	400	665	350	459	500	500	500	8.9%
Publish Legal Notices	172	67	30	120	120	120	120	0.0%
<b>Operating Expenses</b>								
Education & Training	0	0	625	0	0	0	0	NA
Telephone	74,563	61,772	71,127	68,168	71,000	71,000	71,000	4.2%
Household Supplies	0	280	0	0	0	0	0	NA
Food	364	620	168	352	350	350	350	-0.6%
Small Equipment	56,314	14,333	24,948	15,300	15,300	15,300	15,300	0.0%
Medical Supplies	144	0	7	51	100	100	100	96.1%
Legal Fees	155	0	0	0	0	0	0	NA
<b>Repairs &amp; Maintenance</b>								
Maintenance - Buildings	1,470	3,402	0	0	0	0	0	NA
Repair & Maintenance Supplies	40,247	43,925	2,878	0	0	0	0	NA

**Winnebago County  
Budget Detail - 2012  
Administrative Services  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Maintenance Supplies								
Motor Fuel	7,174	3,564	4,819	5,369	5,500	5,500	5,500	2.4%
Utilities								
Refuse Collection	2,787	3,154	3,707	2,000	4,000	4,000	4,000	100.0%
Contractual Services								
Medical and Dental	1,133	2,526	1,925	1,020	2,000	2,000	2,000	96.1%
Vehicle Repairs	1,697	754	782	1,020	1,020	1,020	1,020	0.0%
Equipment Repairs	2,926	3,154	7,705	3,060	5,000	5,000	5,000	63.4%
Building Repairs	9,793	0	0	0	0	0	0	NA
Data Processing	331	480	38,775	43,350	44,000	44,000	44,000	1.5%
Professional Service	21,411	8,302	2,735	0	0	0	0	NA
Rental Expenses								
Equipment Rental	249	0	0	0	0	0	0	NA
Insurance								
Operating Licenses & Fees	240	383	200	408	500	500	500	22.5%
Other Sundry & Fixed Charges								
Bad Debts Expense	(501)	(4,549)	220	0	0	0	0	NA
Other Miscellaneous	0	56	0	0	0	0	0	NA
Loss on Disposition of Assets	0	0	15	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	59,994	71,011	93,873	63,240	75,000	75,000	75,000	18.6%
Postage and Box Rent	41,137	41,189	36,733	39,800	42,000	42,000	42,000	5.5%
Motor Fuel	8,572	6,544	7,712	7,558	8,000	8,000	8,000	5.8%
Vehicle Repairs	5,845	9,827	10,819	5,100	5,000	5,000	5,000	-2.0%
Equipment Repairs	11,385	11,649	10,758	11,882	11,882	11,882	11,882	0.0%
Prop. & Liab. Insurance	150,660	172,534	184,872	150,000	180,282	180,282	180,282	20.2%
Other Operating Expenses	<u>639,764</u>	<u>538,386</u>	<u>590,540</u>	<u>507,282</u>	<u>563,904</u>	<u>562,904</u>	<u>562,904</u>	<u>11.0%</u>
<b>TOTAL EXPENSES</b>	<u><b>3,246,037</b></u>	<u><b>3,241,692</b></u>	<u><b>3,150,209</b></u>	<u><b>3,193,619</b></u>	<u><b>3,025,475</b></u>	<u><b>3,024,475</b></u>	<u><b>3,024,475</b></u>	<u><b>-5.3%</b></u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u><b>875,087</b></u>	<u><b>856,370</b></u>	<u><b>873,167</b></u>	<u><b>(5,014,102)</b></u>	<u><b>(5,365,502)</b></u>	<u><b>(5,366,502)</b></u>	<u><b>(5,366,502)</b></u>	<u><b>7.0%</b></u>

## BEHAVIORAL HEALTH SERVICES DIVISION

## MISSION STATEMENT

To develop a comprehensive range of services offering continuity of care for persons with an alcohol and other drug abuse disorder and/or mental illness. These services shall focus upon prevention, increased awareness and treatment of both mental illness and alcohol and other drug abuse disorders and shall strive to enhance the individual's self-sufficiency and recovery. Services shall be provided on individual need, utilizing the most appropriate, normalized, least restrictive care whenever possible. Services shall be provided in the most cost-effective manner. An emphasis will be placed on services which provide intervention and prevention where possible, enhancing independence and self-sufficiency, emphasizing community integration, strengthening community care and fostering overall recovery.

## HIGHLIGHTS

The Behavioral Health Division shows an annual tax levy increase of \$283,848, a 5% unfavorable variance, primarily the result of decreased intergovernmental revenues. State and/or Federal reduction in AODA Block Grant funding was reduced \$110,191; CSDRB funding reduced \$125,000; and Persons In Treatment funds of \$16,200 eliminated.

### COMPARATIVE LEVY IMPACT / VARIANCE SUMMARY

2011 Budgeted Levy		\$ 6,103,150
<b>Revenue Changes:</b>		
Block Grant-AODA	110,191	Decrease - This federal funding decreased & BCA increased same amt.
Certified Mental Health Progra	(64,512)	Increase - New funding source in late 2010 (did not make the 2011B).
COP	(54,875)	Increase - Revenues increase due to less levy transferred to LTS for Waiver clients.
CSDRB	125,000	Decrease - Based on actual in 2010 and 2011 determined by the state .
MA Comprehensive Community Svc	(96,222)	Increase - Based on experience in 2010, larger population eligible for this program.
MA CSP Funds	55,000	Decrease - Based on experience in 2010, smaller population eligible for this program.
MA Outpatient	144,000	Decrease - Based on experience in 2010. 2011B was over optimistic (3yr aver \$228,000).
Persons in Treatment	16,200	Decrease - Funding source discontinued by State in 2012.
Collection Agency	110,000	Decrease - Backlog of accounts at Valley Credit is collected.
Third Party Collections	80,000	Decrease - Based on experience in 2010. 2011B was over optimistic (3 yr aver \$580,000)
Intoxicated Driver Program	(10,627)	Increase - Based on actual citations issued in 2010.
Grant - Independent Living	(10,000)	Increase - Higher revenue the result of IL hours realizing approx 75%.
IMD Relocation Grants	3,759	Decrease - Small decrease in allocations from State/Federal funds.
<b>Expense Changes:</b>		
		Increase - Five (5) current contracted Toward Tomorrow residential program specialist positions created as new county positions; Labor assumptions: {UNION - Includes STEP increases; 0% inflationary increase}; {MGMT - Excludes STEP increases; includes 1.5% and 2.5% for Inflationary
Labor	163,840	
Fringes	(217,497)	Decrease - Lower fringe rate the result of Employee funding Employee Share of pension.
Travel (including registration)	12,575	Increase - Five (5) TT residential program specialists previously contracted to proposed county 2012.
Community Based Res Facility	(239,105)	Decrease - Reduction in TT contracted and new community alternatives to out of home placements.
General Hospital - Psychiatric	(99,999)	Decrease - Reduction due to successful Crisis Center diversions from other costly settings.
Medical Detoxification	75,000	Increase - Based on experience in 2010 and reflects medical costs for detox services.
Medical Supplies	40,000	Increase - Increased utilization of psychiatric medications to uninsured individuals.
Residential Inpatient (AODA)	65,000	Increase - Based on experience in 2010; more utilization of AODA treatment services.
Supportive Home Care	67,511	Increase - Based on 2010 experience, providing supportive home services for MH clients.
Various Expenses	8,608	Increase - Utility Heat, Power and Light related to Toward Tomorrow residential setting.
<b>LEVY IMPACT - 2012 PROPOSED BUDGET</b>	<b>\$ 6,386,998</b>	<b>\$6,117,103 Levy Impact w/out BCA revenue allocated.</b>
Increase in Levy	\$ 283,848	
Percentage Increase	5%	

**Winnebago County**  
**Budget Detail - 2012**  
**Behavioral Health**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Medicaid (Title 19)	0	0	2,773	0	0	0	0	NA
MA Comprehensive Community Svc	378,870	383,389	567,145	453,778	550,000	550,000	550,000	21.2%
MA Crisis MH Svcs	211,893	254,940	300,591	300,000	300,234	300,234	300,234	0.1%
Safe Street Drug - DA	0	0	26,359	0	26,359	26,359	26,359	NA
Block Grant-AODA	253,027	253,027	363,217	363,218	253,027	253,027	253,027	-30.3%
Block Grant-MI	68,961	68,961	68,961	68,961	68,961	68,961	68,961	0.0%
Certified Mental Health Progra	0	0	71,681	0	64,512	64,512	64,512	NA
Non-Resident	7,040	7,321	26,856	8,000	8,000	8,000	8,000	0.0%
IMD Reg Rel	209,830	209,830	206,683	209,830	206,683	206,683	206,683	-1.5%
Safe Streets - Drug Grant	0	0	0	30,000	0	0	0	0.0%
MA Targeted Case Mgmt	0	17,685	26,090	20,000	25,000	25,000	25,000	25.0%
MA CSP Funds	376,393	381,372	365,310	405,000	350,000	350,000	350,000	-13.6%
MA Outpatient	206,493	243,951	234,776	375,000	231,000	231,000	231,000	-38.4%
MA Inpatient	0	20,973	207,109	55,000	55,000	55,000	55,000	0.0%
Persons in Treatment	16,200	16,201	16,199	16,200	0	0	0	0.0%
IMD-OBRA Relocations	12,045	12,045	11,864	12,045	10,840	10,840	10,840	-10.0%
Intoxicated Driver Program	52,298	57,402	72,340	54,000	64,627	64,627	64,627	19.7%
CSDRB	416,766	381,261	279,369	405,000	280,000	280,000	280,000	-30.9%
OWI Municipality Fee	0	52,716	55,222	55,000	55,000	55,000	55,000	0.0%
<b>Intergovernmental</b>	<b>2,209,816</b>	<b>2,361,075</b>	<b>2,902,545</b>	<b>2,831,032</b>	<b>2,549,243</b>	<b>2,549,243</b>	<b>2,549,243</b>	<b>-10.0%</b>
OWI Assessment Fees	236,572	273,737	279,613	273,000	275,000	275,000	275,000	0.7%
Third Party Collections	6,979	543,468	618,098	700,000	620,000	620,000	620,000	-11.4%
Donations	292	0	0	0	0	0	0	NA
Client Cost Shares/Fees	934,780	259,510	281,710	260,000	279,999	279,999	279,999	7.7%
State Fee Collections	217,065	187,837	187,211	205,000	190,000	190,000	190,000	-7.3%
PRIOR YEAR CONTRACTUAL	16,827	0	33,788	8,000	0	0	0	0.0%
Collection Agency	337,909	333,062	259,739	335,000	225,000	225,000	225,000	-32.8%
<b>Public Services</b>	<b>1,750,424</b>	<b>1,597,613</b>	<b>1,660,160</b>	<b>1,781,000</b>	<b>1,589,999</b>	<b>1,589,999</b>	<b>1,589,999</b>	<b>-10.7%</b>
Revenue Allocated	(96,458)	(138,000)	(65,000)	0	0	0	0	NA
Grant - BCA	1,631,027	1,569,977	1,612,956	0	0	0	0	NA
Grant - Independent Living	20,000	20,000	20,000	20,000	30,000	30,000	30,000	50.0%
Community Options	344,939	525,800	553,923	575,800	630,675	630,675	630,675	9.5%
<b>Interfund Revenues</b>	<b>1,899,508</b>	<b>1,977,777</b>	<b>2,121,879</b>	<b>595,800</b>	<b>660,675</b>	<b>660,675</b>	<b>660,675</b>	<b>10.9%</b>
<b>TOTAL REVENUES</b>	<b>5,859,748</b>	<b>5,936,465</b>	<b>6,684,584</b>	<b>5,207,832</b>	<b>4,799,917</b>	<b>4,799,917</b>	<b>4,799,917</b>	<b>-7.8%</b>

**Winnebago County  
Budget Detail - 2012  
Behavioral Health  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Regular Pay	3,440,125	3,817,759	3,875,604	4,010,107	4,170,946	4,170,946	4,170,946	4.0%
Overtime	7,845	4,634	5,080	0	2,999	2,999	2,999	NA
Other Personal Serv.	1,485	574	430	0	0	0	0	NA
Regular Pay	0	0	50,467	0	0	0	0	NA
<b>Wages</b>	<b>3,449,455</b>	<b>3,822,967</b>	<b>3,931,581</b>	<b>4,010,107</b>	<b>4,173,945</b>	<b>4,173,945</b>	<b>4,173,945</b>	<b>4.1%</b>
Fringe Benefits	1,402,698	1,533,203	1,577,549	1,681,300	1,463,803	1,463,803	1,463,803	-12.9%
<b>Fringes</b>	<b>1,402,698</b>	<b>1,533,203</b>	<b>1,577,549</b>	<b>1,681,300</b>	<b>1,463,803</b>	<b>1,463,803</b>	<b>1,463,803</b>	<b>-12.9%</b>
<b>Total Labor Costs</b>	<b>4,852,153</b>	<b>5,356,170</b>	<b>5,509,130</b>	<b>5,691,407</b>	<b>5,637,748</b>	<b>5,637,748</b>	<b>5,637,748</b>	<b>-0.9%</b>
Registration & Tuition	15,481	16,474	20,323	15,999	21,689	21,689	21,689	35.6%
Automobile Allowance	58,671	62,616	65,571	65,000	69,100	69,100	69,100	6.3%
Commercial Travel	0	342	195	500	1,000	1,000	1,000	100.0%
Meals	1,170	663	1,280	1,001	1,300	1,300	1,300	29.9%
Lodging	4,616	4,227	7,044	4,401	4,999	4,999	4,999	13.6%
Other Travel Exp	92	131	1,013	111	1,000	1,000	1,000	800.9%
Taxable Meals	333	590	1,039	500	999	999	999	99.8%
<b>Travel</b>	<b>80,364</b>	<b>85,044</b>	<b>96,465</b>	<b>87,512</b>	<b>100,087</b>	<b>100,087</b>	<b>100,087</b>	<b>14.4%</b>
Office Expenses								
Office Supplies	548	130	0	400	0	0	0	0.0%
Computer Software	89	89	89	100	0	0	0	0.0%
Subscriptions	2,277	1,503	2,555	2,001	2,000	2,000	2,000	0.0%
Membership Dues	803	70	8,023	800	3,000	3,000	3,000	275.0%
Operating Expenses								
Consumer Program Expenses	2,910	2,121	2,421	2,600	2,500	2,500	2,500	-3.8%
Consumer Outreach	0	0	268	0	0	0	0	NA
Consumer Transportation	0	0	15	0	0	0	0	NA
Telephone	9,606	11,280	13,207	10,500	16,208	16,208	16,208	54.4%
Household Supplies	3,125	3,868	2,626	3,500	7,103	7,103	7,103	102.9%
Food	11,205	7,703	7,138	10,000	20,917	20,917	20,917	109.2%
Small Equipment	523	5,270	2,692	3,000	4,054	4,054	4,054	35.1%
Medical Supplies	114,676	107,538	105,004	120,000	160,000	160,000	160,000	33.3%
Utilities								
Heat	1,120	1,364	1,306	1,300	4,800	4,800	4,800	269.2%

**Winnebago County**  
**Budget Detail - 2012**  
**Behavioral Health**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Power and Light	3,957	3,191	3,239	4,000	8,325	8,325	8,325	108.1%
Water and Sewer	2,130	1,855	1,735	2,200	5,500	5,500	5,500	150.0%
Contractual Services								
Medical and Dental	27,187	22,482	20,854	26,000	24,000	24,000	24,000	-7.7%
Vehicle Repairs	121	0	0	0	0	0	0	NA
Professional Service	283,620	68,338	84,640	85,000	89,999	89,999	89,999	5.9%
Collection Services	87,238	86,127	67,626	87,000	70,950	70,950	70,950	-18.4%
Community Residential Svcs	513,350	468,802	495,616	500,000	500,374	500,374	500,374	0.1%
Supportive Home Care	49,790	56,509	118,285	50,000	117,511	117,511	117,511	135.0%
Work-related and Day Services	6,922	6,290	6,426	15,500	6,384	6,384	6,384	-58.8%
Other Contract Serv.	0	0	0	0	100,861	861	861	NA
Emergency Medical Care	72,959	104,304	32,976	87,999	50,000	50,000	50,000	-43.2%
Child Day Care	404	1,156	0	700	0	0	0	0.0%
Interpreter	4,705	8,180	32,982	8,000	30,000	30,000	30,000	275.0%
Group Homes	(1,676)	0	0	0	0	0	0	NA
Outpatient Services	336,551	297,046	311,356	339,998	345,001	345,001	345,001	1.5%
General Hospital - Psychiatric	520,501	396,850	327,180	474,999	375,000	375,000	375,000	-21.1%
Residential Inpatient (AODA)	199,836	104,593	286,045	175,000	240,000	240,000	240,000	37.1%
Specialty Inpatient Hospitals	1,745,755	1,126,131	1,404,687	2,000,001	2,000,000	2,000,000	2,000,000	0.0%
Supported Employment	17,500	17,500	17,500	0	0	0	0	NA
Supported Living	14,128	15,349	14,500	10,300	14,405	14,405	14,405	39.9%
Comm Based Res Facility	1,020,520	1,081,660	1,088,928	1,199,999	960,894	960,894	960,894	-19.9%
Medical Detoxification	189,352	170,434	277,351	185,000	260,000	260,000	260,000	40.5%
Rental Expenses								
Building Rental	72,636	72,696	69,096	72,666	72,700	72,700	72,700	0.0%
Insurance								
Prop & Liab Insurance	4,582	7,926	3,718	9,000	9,000	9,000	9,000	0.0%
Operating Licenses & Fees	4,323	2,500	6,405	4,500	7,592	7,592	7,592	68.7%
Other Sundry & Fixed Charges								
Bad Debts Expense	79	0	0	0	0	0	0	NA
Taxes & Assessments	0	0	715	0	0	0	0	NA
Operating Grants	25,500	20,000	20,000	40,000	40,000	40,000	40,000	0.0%
Other Operating Expenses	5,348,852	4,280,856	4,837,204	5,532,063	5,549,078	5,449,078	5,449,078	-1.5%
<b>TOTAL EXPENSES</b>	<b>10,281,369</b>	<b>9,722,070</b>	<b>10,442,800</b>	<b>11,310,982</b>	<b>11,286,913</b>	<b>11,186,913</b>	<b>11,186,913</b>	<b>-1.1%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>4,421,621</b>	<b>3,785,604</b>	<b>3,758,216</b>	<b>6,103,150</b>	<b>6,486,996</b>	<b>6,386,996</b>	<b>6,386,996</b>	<b>4.7%</b>



**CHILD WELFARE SERVICES DIVISION**

## MISSION STATEMENT

To ensure the safety and well-being of the community, in accordance with federal and state mandates, by assisting children and families to utilize their strengths and community resources.

## HIGHLIGHTS

The Child Welfare Division shows a budget-to-budget increase in levy of \$382,828 due to inflationary increases across the board for purchased services and some small increases in service levels for specific programs such as mentoring, supervised visitation, etc as described below.

### COMPARATIVE LEVY IMPACT / VARIANCE SUMMARY

2011 Budgeted Levy	\$ 10,510,902
--------------------	---------------

## Revenue Changes:

Youth Aids	230,767	Decrease - State reduction in Allocation.
Child Care Admin Grant	50,000	Decrease - Day Care Licensing position moved to ESD; so did related revenue.
MA Revenues	55,186	Decrease - Crisis and CCS billings lower than anticipated (PSG and CESA).
Client Cost Shares/Fees	45,999	Decrease - Lower placements, less placement related revenue.
Child Support	15,000	Decrease - Lower placements, less placement related revenue.
Collection Agency	34,001	Decrease - Lower placements, less placement related revenue.
Revenue Allocated	(29,766)	Increase - Revenue allocated to other funds decreased overall (less allocated to LTS for CW match).
Remaining Revenues	(5,570)	Increase - Small increases in Independent Living and Regional Foster Care Training grants.

Expense Changes:

		Labor assumptions: {UNION - Includes STEP increases & 0% inflationary increase}; {MGMT - Excludes STEP increases, includes 1.5% or 2.5% for Inflationary Increase}. Transfer of Child Care Licensor position to ESD.
Labor	(24,199)	
Fringe	(220,896)	Decrease - Lower fringe benefit rate the result of Employee funding Employee Share of pension.
Automobile Allowance	5,002	Increase - Reflects anticipated increase in client related auto allowance.
Building Rental	10,200	Increase - Rent for Second Chance at B'Gosh setting paid to the county Facilities dept.
Consumer Program Expenses	18,999	Increase - Higher utilization due to economy - supportive measures to minimize out of home placements of children.
Consumer Transportation	19,000	Increase - Higher utilization due to economy and costly transportation; gas assistance to families related to court and supervised visitation.
Residential Care (RCC)	16,344	Increase - Anticipated higher placement inflationary costs.
Family Training Skills	36,300	Increase - Greater utilization of the this parent education service.
Group Homes	45,000	Increase - Anticipated higher placement inflationary costs.
Juvenile Corrections	40,000	Increase - Anticipated higher placement inflationary costs.
Mentoring	8,499	Increase - Greater utilization of the service (mentoring youth).
Secure Juvenile Detention	10,000	Increase - Anticipated higher placement inflationary costs.
Supervised Family Visitation	10,000	Increase - Greater utilization of the service (supervised visitation).
Various Services	12,962	Increase - Annual rate increases for variety of purchased service programs: child day care, Truancy Intervention, alternative School and Juvenile Restitution.
<b>LEVY IMPACT - 2012 PROPOSED BUDGET</b>	<b>\$ 10,893,730</b>	
Increase in Levy	\$ 382,828	
Percentage Increase	4%	

**Winnebago County**  
**Budget Detail - 2012**  
**Child Welfare Services**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	10,000	0	0	85,186	0	0	0	0.0%
MA Crisis MH Svcs	0	0	36,461	20,000	50,000	50,000	50,000	150.0%
Law Education	373	310	220	340	340	340	340	0.0%
Adam Walsh Fingerprinting Gran	1,620	1,059	2,891	1,340	1,340	1,340	1,340	0.0%
Child - Family Incentive	218,196	156,794	0	0	0	0	0	NA
Youth Aids	2,274,741	2,318,516	2,175,223	2,285,966	2,057,369	2,057,369	2,057,369	-10.0%
Youth Aids-AODA	16,333	15,568	23,170	23,170	21,000	21,000	21,000	-9.4%
Independent Living - ETV	41,327	30,463	32,157	35,895	40,000	40,000	40,000	11.4%
Safe & Stable Families	61,800	61,800	61,800	61,800	61,800	61,800	61,800	0.0%
Kinship Care Grant	437,443	446,666	432,411	456,000	456,000	456,000	456,000	0.0%
Community Intervention - YAPO	97,864	125,435	112,566	111,650	111,650	111,650	111,650	0.0%
Regional Foster Care Training	2,839	3,431	4,795	3,135	4,800	4,800	4,800	53.1%
Brighter Futures	202,724	202,723	196,949	202,724	202,724	202,724	202,724	0.0%
Health Checks	7,709	2,266	16,240	5,000	5,000	5,000	5,000	0.0%
TPR Adoption Federal	10,898	57,424	45,435	57,000	57,000	57,000	57,000	0.0%
<b>Intergovernmental</b>	<b>3,383,867</b>	<b>3,422,455</b>	<b>3,140,318</b>	<b>3,349,206</b>	<b>3,069,023</b>	<b>3,069,023</b>	<b>3,069,023</b>	<b>-8.4%</b>
Reimbursed Costs	718	1,714	1	1,200	1,200	1,200	1,200	0.0%
Client Cost Shares/Fees	237,547	225,103	131,598	230,999	185,000	185,000	185,000	-19.9%
PRIOR YEAR CONTRACTUAL	1,612	5,098	1,388	3,400	3,400	3,400	3,400	0.0%
Child Support	258,112	250,776	221,817	255,000	240,000	240,000	240,000	-5.9%
Child Welfare Reimbursement	529	1,006	460	200	0	0	0	0.0%
Collection Agency	106,822	100,974	82,703	104,001	69,999	69,999	69,999	-32.7%
<b>Public Services</b>	<b>605,339</b>	<b>584,671</b>	<b>437,967</b>	<b>594,800</b>	<b>499,599</b>	<b>499,599</b>	<b>499,599</b>	<b>-16.0%</b>
Revenue Allocated	(20,000)	(155,000)	(155,000)	(135,000)	(105,234)	(105,234)	(105,234)	-22.0%
Grant - BCA	2,876,633	2,609,658	2,589,296	0	0	0	0	NA
Grant - SACWIS	7,000	0	0	0	0	0	0	NA
Grant - Child Care Admin	50,000	50,000	50,000	50,000	0	0	0	0.0%
<b>Interfund Revenues</b>	<b>2,913,633</b>	<b>2,504,658</b>	<b>2,484,296</b>	<b>(85,000)</b>	<b>(105,234)</b>	<b>(105,234)</b>	<b>(105,234)</b>	<b>23.8%</b>
Other Miscellaneous Revenues	0	0	44	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>0</b>	<b>0</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>6,902,840</b>	<b>6,511,784</b>	<b>6,062,625</b>	<b>3,859,006</b>	<b>3,463,388</b>	<b>3,463,388</b>	<b>3,463,388</b>	<b>-10.3%</b>

**Winnebago County**  
**Budget Detail - 2012**  
**Child Welfare Services**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Regular Pay	3,641,811	3,869,133	4,001,464	4,034,922	4,010,723	4,010,723	4,010,723	-0.6%
Overtime	93,426	79,701	71,728	86,700	86,700	86,700	86,700	0.0%
<b>Wages</b>	<b>3,735,237</b>	<b>3,948,834</b>	<b>4,073,192</b>	<b>4,121,622</b>	<b>4,097,423</b>	<b>4,097,423</b>	<b>4,097,423</b>	<b>-0.6%</b>
Fringe Benefits	1,612,769	1,763,917	1,848,263	1,935,668	1,714,773	1,714,773	1,714,773	-11.4%
<b>Fringes</b>	<b>1,612,769</b>	<b>1,763,917</b>	<b>1,848,263</b>	<b>1,935,668</b>	<b>1,714,773</b>	<b>1,714,773</b>	<b>1,714,773</b>	<b>-11.4%</b>
<b>Total Labor Costs</b>	<b>5,348,006</b>	<b>5,712,751</b>	<b>5,921,456</b>	<b>6,057,290</b>	<b>5,812,196</b>	<b>5,812,196</b>	<b>5,812,196</b>	<b>-4.0%</b>
Registration & Tuition	8,706	9,690	9,055	10,047	9,999	9,999	9,999	-0.5%
Automobile Allowance	155,479	164,243	158,829	159,998	165,000	165,000	165,000	3.1%
Meals	1,502	509	1,208	499	1,400	1,400	1,400	180.6%
Lodging	3,164	4,890	6,146	5,049	6,599	6,599	6,599	30.7%
Other Travel Exp	178	20	45	100	100	100	100	0.0%
Taxable Meals	839	1,482	1,316	1,150	1,150	1,150	1,150	0.0%
<b>Travel</b>	<b>169,867</b>	<b>180,834</b>	<b>176,599</b>	<b>176,843</b>	<b>184,248</b>	<b>184,248</b>	<b>184,248</b>	<b>4.2%</b>
Office Expenses								
Office Supplies	(13)	149	199	0	0	0	0	NA
Print & Duplicate	15	14	0	0	0	0	0	NA
Advertising	588	1,970	1,455	3,000	3,000	3,000	3,000	0.0%
Subscriptions	126	162	180	145	145	145	145	0.0%
Membership Dues	8,810	9,670	8,150	9,700	9,700	9,700	9,700	0.0%
Publish Legal Notices	0	0	1,805	0	0	0	0	NA
Operating Expenses								
Misc Child Welfare - Prog Exps	0	0	302	0	0	0	0	NA
Foster Care Banquet	1,929	1,538	1,252	2,600	3,200	3,200	3,200	23.1%
Emergency Rent Assistance	26,676	17,171	18,108	25,000	27,500	27,500	27,500	10.0%
Registration & Tuition-Other	1,920	739	3,247	2,800	3,000	3,000	3,000	7.1%
Consumer Program Expenses	34,966	35,988	60,295	43,001	62,001	62,001	62,001	44.2%
Consumer Transportation	39,595	48,199	67,454	49,000	68,055	68,055	68,055	38.9%
Telephone	8,057	8,564	7,979	9,500	9,500	9,500	9,500	0.0%
Household Supplies	0	115	0	0	0	0	0	NA
Medical Supplies	0	62	565	0	0	0	0	NA
Automobile Allowance-Other	409	10	0	0	0	0	0	NA
Internet - Taxable	358	0	0	180	180	180	180	0.0%
Maintenance Supplies								

**Winnebago County**  
**Budget Detail - 2012**  
**Child Welfare Services**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Motor Fuel	66	41	0	55	0	0	0	0.0%
Contractual Services								
Medical and Dental	34,351	16,784	23,654	32,001	32,000	32,000	32,000	0.0%
Building Repairs	0	0	6,310	0	0	0	0	NA
Professional Service	51,607	82,231	84,586	83,001	84,001	84,001	84,001	1.2%
Collection Services	22,979	20,617	17,496	22,000	20,000	20,000	20,000	-9.1%
Supervised Family Visitation	56,968	61,735	68,660	83,000	93,000	93,000	93,000	12.0%
Other Contract Serv.	0	0	0	0	100,860	860	860	NA
Emergency Medical Care	0	0	175	0	0	0	0	NA
Respite Care	37,869	56,493	57,450	63,000	63,000	63,000	63,000	0.0%
Receiving Home Bed Hold	43,848	34,728	38,712	44,000	44,000	44,000	44,000	0.0%
Recruitment - Non Staff	2,813	2,666	1,080	2,750	2,500	2,500	2,500	-9.1%
Foster Care Recog/Retention	423	808	759	600	750	750	750	25.0%
Child Day Care	31,708	27,597	36,311	37,000	40,500	40,500	40,500	9.5%
Mentoring	29,137	23,748	35,258	28,501	37,001	37,001	37,001	29.8%
Counseling - Consumer/Family	62,385	77,478	62,150	79,000	79,001	79,001	79,001	0.0%
Interpreter	7,918	3,045	6,826	6,400	6,400	6,400	6,400	0.0%
Child Foster Care	1,902,071	1,865,055	1,662,904	1,940,000	1,940,000	1,940,000	1,940,000	0.0%
Group Homes	837,518	687,459	790,767	760,000	805,000	805,000	805,000	5.9%
Child Residential Care Centers	799,653	825,184	584,109	737,000	753,344	753,344	753,344	2.2%
Kinship Care	410,119	420,898	434,021	420,000	420,000	420,000	420,000	0.0%
Adoption Assessments	1,607	1,840	2,710	3,000	3,000	3,000	3,000	0.0%
Truancy Intervention/Preventio	58,976	58,077	56,603	61,000	63,000	63,000	63,000	3.3%
Secure Juvenile Detention	430,035	439,162	376,316	440,000	450,000	450,000	450,000	2.3%
Family Training Skills	535,672	547,520	552,122	592,000	628,300	628,300	628,300	6.1%
Youth Wrap Around Services	608,467	669,706	799,406	985,001	984,999	984,999	984,999	0.0%
Alternative School	73,954	65,636	73,661	76,000	77,000	77,000	77,000	1.3%
Juvenile Shelter Care	532,425	529,342	538,222	695,000	695,000	695,000	695,000	0.0%
Juvenile Restitution	78,050	275	469	2,500	3,500	3,500	3,500	40.0%
Juvenile Correctional Institut	810,256	980,353	204,074	585,000	625,000	625,000	625,000	6.8%
Rental Expenses								
Building Rental	27,240	27,240	27,240	27,240	27,240	27,240	27,240	0.0%
Equipment Rental	37,192	30,310	34,608	38,000	38,000	38,000	38,000	0.0%
Other Sundry & Fixed Charges								
Bad Debts Expense	0	42,806	0	0	0	0	0	NA
Operating Grants	147,456	147,500	133,820	147,500	147,500	147,500	147,500	0.0%
Interfund Expenses								
Office Supplies	600	0	176	300	300	300	300	0.0%

**Winnebago County  
Budget Detail - 2012  
Child Welfare Services  
ALL**

Description	2008	2009	2010	2011	2012	2012	2012	% Change From 2011 Adopted to 2012 Adopted
	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	REQUEST BUDGET	EXECUTIVE BUDGET	ADOPTED BUDGET	
Medical and Dental	144	756	833	0	0	0	0	NA
Professional Services	126	0	0	0	0	0	0	NA
Building Rental	10,200	10,200	10,020	0	10,200	10,200	10,200	NA
Recording Services	0	484	210	0	0	0	0	NA
Other Operating Expenses	<u>7,807,271</u>	<u>7,882,125</u>	<u>6,892,709</u>	<u>8,135,775</u>	<u>8,460,677</u>	<u>8,360,677</u>	<u>8,360,677</u>	<u>2.8%</u>
<b>TOTAL EXPENSES</b>	<u>13,325,144</u>	<u>13,775,709</u>	<u>12,990,764</u>	<u>14,369,908</u>	<u>14,457,121</u>	<u>14,357,121</u>	<u>14,357,121</u>	<u>-0.1%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>6,422,305</u>	<u>7,263,925</u>	<u>6,928,139</u>	<u>10,510,902</u>	<u>10,993,733</u>	<u>10,893,733</u>	<u>10,893,733</u>	<u>3.6%</u>

**ECONOMIC SUPPORT DIVISION**

## MISSION STATEMENT

To provide mandated services and benefits to all eligible residents of Winnebago County as promptly, accurately and efficiently as possible.

## HIGHLIGHTS

The Economic Support Division shows a decrease in levy of \$33,114 which is primarily attributable to the decrease in fringes due to the employee pension contribution. The county match for the Income Maintenance program will decrease as a result of this change.

### COMPARATIVE LEVY IMPACT / VARIANCE SUMMARY

2011 Budgeted Levy	\$ 661,322
--------------------	------------

## Revenue Changes:

Income Maintenance Allocation	(39,631)	Increase - The federal portion of the IM Allocation is unlimited and helps to fund annual labor increases.
Child Care Administration Allocation	(154,041)	Increase - Some funding previously included in W-2 Allocation was moved to the Child Care Allocation.
W-2 Administration Allocation	(814,791)	Increase - W-2 funding has kept pace with increasing W-2 benefits.
LIEAP Allocation	(113,102)	Increase - State Allocation has increased to keep pace with purchased service levels.
Emergency Assistance	(50,000)	Increase - This is a Sum Sufficient funding source - expenses higher due to economy.
MA Transport (XIX)	86,000	Decrease - Program will be taken over by the State, effective July 1, 2011.
Revenue Allocated	(53,412)	Increase - The day care licensing position was transferred to ESD from CW.

**Expense Changes:**

		Labor assumptions: {UNION - Includes STEP increases; 0% inflationary increase}; {MGMT - Excludes STEP increases; includes 1.5% or 2.5% for Inflationary Increase}; and Internal Transfer of Day Care Licensor position from CW to ESD Division.
Labor	32,721	
Overtime	9,250	Increase - Potential for more over time given changes coming for IM program.
Fringe	(112,726)	Decrease - Lower fringe rate the result of Employee funding Employee Share of pension.
Consumer Program Expenses	6,000	Increase - Due to economic conditions, utilization is increasing.
Emergency Assistance	50,000	Increase - Due to economic conditions, utilization is increasing.
Emergency Energy Services	115,102	Increase - Due to economic conditions, utilization is increasing.
Employment Services W-2	10,000	Increase - Contract for more services for 2012.
Funeral & Cemetery	27,507	Increase - Due to economic conditions, utilization is increasing.
Interpreter	6,470	Increase - Greater need for these services with our clients.
Janitorial Services	6,000	Increase - 2011 budget anticipated move to B'Gosh, did not occur.
Medical Transportation Assist	(80,000)	Decrease - State is taking over this program effective July 1, 2011.
Other Contract Serv.	112,000	Increase - Includes two (2) new contracted positions per County Executive.
Other Rents and Leases	23,017	Increase - 2011 budget anticipated move to B'Gosh, did not occur.
Transportation	15,000	Increase - Due to economic conditions, utilization is increasing.
W-2 Benefits	886,000	Increase - Due to economic conditions, utilization is increasing.
Various Remaining	(478)	Decrease - Various office supply expenses.

LEVY IMPACT - 2012 PROPOSED BUDGET	\$	628,208
Decrease in Levy	\$	(33,114)
Percentage Decrease		-5%

**Winnebago County**  
**Budget Detail - 2012**  
**Economic Support Division**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Gen Relief Block Grant	65,000	63,635	32,500	0	0	0	0	NA
Fraud	0	0	9,591	14,310	20,784	20,784	20,784	45.2%
Other State Adjustments	0	14,720	13,417	10,000	10,000	10,000	10,000	0.0%
Income Maint Admin	1,899,142	1,947,911	1,917,737	1,904,492	1,944,123	1,944,123	1,944,123	2.1%
W-2 Adm - Services	927,380	802,957	1,536,204	1,085,413	1,900,204	1,900,204	1,900,204	75.1%
LIEAP	246,483	282,289	328,917	261,365	374,467	374,467	374,467	43.3%
Emergency Assistance	63,759	72,297	106,845	70,000	120,000	120,000	120,000	71.4%
Funeral & Cemetary	175,164	170,459	200,574	172,493	200,000	200,000	200,000	15.9%
MA Transport (XIX)	82,265	96,759	145,128	86,000	0	0	0	0.0%
Refugee Aid	16,785	434	6,408	10,000	10,000	10,000	10,000	0.0%
Contracted Child Care	32,236	36,223	36,990	36,000	36,450	36,450	36,450	1.3%
Child Care Adm - Program	287,829	287,754	293,626	293,626	447,667	447,667	447,667	52.5%
Program Integrity	12,217	2,586	0	0	0	0	0	NA
Program Integrity - Prior Year	666	0	0	0	0	0	0	NA
PRIOR YEAR INTERGVT	48,014	10,080	47,774	0	0	0	0	NA
FSET 100%	0	131,942	118,990	157,715	128,114	128,114	128,114	-18.8%
<b>Intergovernmental</b>	<b>3,856,940</b>	<b>3,920,046</b>	<b>4,794,702</b>	<b>4,101,414</b>	<b>5,191,809</b>	<b>5,191,809</b>	<b>5,191,809</b>	<b>26.6%</b>
Fees And Costs	1,633	1,350	2,070	1,500	1,500	1,500	1,500	0.0%
PRIOR YEAR CONTRACTUAL	0	4,345	0	0	0	0	0	NA
Other Public Charges	13,365	909	0	0	0	0	0	NA
Jobs-Loan Repayment	(0)	150	500	0	0	0	0	NA
<b>Public Services</b>	<b>14,997</b>	<b>6,754</b>	<b>2,570</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>0.0%</b>
Incentives	4,942	(1,638)	470	8,589	4,000	4,000	4,000	-53.4%
<b>Intergovernmental Services</b>	<b>4,942</b>	<b>(1,638)</b>	<b>470</b>	<b>8,589</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>-53.4%</b>
Revenue Allocated	(680,665)	(660,667)	(617,574)	(617,575)	(564,163)	(564,163)	(564,163)	-8.6%
Grant - BCA	118,621	118,621	116,000	0	0	0	0	NA
<b>Interfund Revenues</b>	<b>(562,044)</b>	<b>(542,046)</b>	<b>(501,574)</b>	<b>(617,575)</b>	<b>(564,163)</b>	<b>(564,163)</b>	<b>(564,163)</b>	<b>-8.6%</b>
Other Miscellaneous Revenues	1,050	0	0	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>1,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>3,315,885</b>	<b>3,383,115</b>	<b>4,296,168</b>	<b>3,493,928</b>	<b>4,633,146</b>	<b>4,633,146</b>	<b>4,633,146</b>	<b>32.6%</b>

**Winnebago County**  
**Budget Detail - 2012**  
**Economic Support Division**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Regular Pay	1,345,818	1,434,523	1,426,639	1,511,636	1,544,356	1,544,356	1,544,356	2.2%
Overtime	19,853	17,599	5,839	15,750	25,000	25,000	25,000	58.7%
<b>Wages</b>	<b>1,365,671</b>	<b>1,452,123</b>	<b>1,432,477</b>	<b>1,527,386</b>	<b>1,569,356</b>	<b>1,569,356</b>	<b>1,569,356</b>	<b>2.7%</b>
Fringe Benefits	709,163	758,536	774,287	831,021	718,296	718,296	718,296	-13.6%
<b>Fringes</b>	<b>709,163</b>	<b>758,536</b>	<b>774,287</b>	<b>831,021</b>	<b>718,296</b>	<b>718,296</b>	<b>718,296</b>	<b>-13.6%</b>
<b>Total Labor Costs</b>	<b>2,074,834</b>	<b>2,210,659</b>	<b>2,206,764</b>	<b>2,358,407</b>	<b>2,287,652</b>	<b>2,287,652</b>	<b>2,287,652</b>	<b>-3.0%</b>
Registration & Tuition	405	406	1,046	499	1,000	1,000	1,000	100.4%
Automobile Allowance	7,924	5,624	5,201	7,000	7,500	7,500	7,500	7.1%
Meals	749	201	158	476	500	500	500	5.0%
Lodging	1,268	768	428	1,200	500	500	500	-58.3%
Other Travel Exp	0	0	7	0	0	0	0	NA
Taxable Meals	218	223	311	250	300	300	300	20.0%
<b>Travel</b>	<b>10,564</b>	<b>7,222</b>	<b>7,152</b>	<b>9,425</b>	<b>9,800</b>	<b>9,800</b>	<b>9,800</b>	<b>4.0%</b>
Office Expenses								
Office Supplies	3,542	2,545	1,901	3,044	2,000	2,000	2,000	-34.3%
Printing Supplies	1,664	2,197	1,603	2,000	2,000	2,000	2,000	0.0%
Print & Duplicate	1,244	1,053	873	1,148	1,000	1,000	1,000	-12.9%
Postage and Box Rent	6	0	0	0	0	0	0	NA
Operating Expenses								
Consumer Program Expenses	2,679	10,375	17,592	12,000	18,000	18,000	18,000	50.0%
Job Access Loans	2,385	0	0	0	0	0	0	NA
Telephone	5,141	4,607	5,729	5,000	5,000	5,000	5,000	0.0%
Small Equipment	200	0	0	0	1,000	1,000	1,000	NA
Auto Allowance - Taxable	35	0	0	0	0	0	0	NA
Contractual Services								
Medical and Dental	173,056	163,242	155,785	153,901	153,901	153,901	153,901	0.0%
Professional Service	1,217	0	0	0	0	0	0	NA
Janitorial Services	6,482	13,794	11,036	5,000	11,000	11,000	11,000	120.0%
Transportation	17,808	33,403	53,386	35,000	50,000	50,000	50,000	42.9%
Other Contract Serv.	41,013	44,160	57,520	38,000	150,000	150,000	150,000	294.7%
Child Day Care	26,512	30,792	35,954	30,000	31,080	31,080	31,080	3.6%
Interpreter	4,227	8,530	13,251	8,530	15,000	15,000	15,000	75.8%
Other State Adjustments	0	3,795	8,972	10,000	10,000	10,000	10,000	0.0%



**Winnebago County**  
**Budget Detail - 2012**  
**Economic Support Division**  
**ALL**

	2008	2009	2010	2011	2012	2012	2012	% Change
Description	ACTUAL	ACTUAL	ACTUAL	ADOPTED BUDGET	REQUEST BUDGET	EXECUTIVE BUDGET	ADOPTED BUDGET	From 2011 Adopted to 2012 Adopted
Employment Services W-2	162,266	179,491	232,918	215,000	225,000	225,000	225,000	4.7%
Emergency Energy Services	246,541	276,993	324,689	255,365	370,467	370,467	370,467	45.1%
Rental Expenses								
Other Rents and Leases	55,874	55,874	50,954	27,937	50,954	50,954	50,954	82.4%
Insurance								
Medical Transportation Assist	86,273	90,121	137,414	80,000	0	0	0	0.0%
Emergency Assistance	70,287	80,619	119,078	70,000	120,000	120,000	120,000	71.4%
Refugee Assistance	16,785	434	6,408	10,000	10,000	10,000	10,000	0.0%
Funeral & Cemetary	176,579	168,406	196,256	172,493	200,000	200,000	200,000	15.9%
Relief to Indigents								
W-2 Benefits	402,136	446,047	984,496	650,000	1,536,000	1,536,000	1,536,000	136.3%
Other Sundry & Fixed Charges								
Other Miscellaneous	10,161	3,986	2,596	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	1,456	866	497	2,000	500	500	500	-75.0%
Equipment Repairs	891	957	759	1,000	1,000	1,000	1,000	0.0%
Other Operating Expenses	<u>1,516,461</u>	<u>1,622,285</u>	<u>2,419,668</u>	<u>1,787,418</u>	<u>2,963,902</u>	<u>2,963,902</u>	<u>2,963,902</u>	<u>65.8%</u>
<b>TOTAL EXPENSES</b>	<u><b>3,601,859</b></u>	<u><b>3,840,166</b></u>	<u><b>4,633,584</b></u>	<u><b>4,155,250</b></u>	<u><b>5,261,354</b></u>	<u><b>5,261,354</b></u>	<u><b>5,261,354</b></u>	<u><b>26.6%</b></u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u><b>285,974</b></u>	<u><b>457,050</b></u>	<u><b>337,417</b></u>	<u><b>661,322</b></u>	<u><b>628,208</b></u>	<u><b>628,208</b></u>	<u><b>628,208</b></u>	<u><b>-5.0%</b></u>

## LONG TERM SUPPORT SERVICES DIVISION

## MISSION STATEMENT

To discover and promote individual-directed, natural, community-based supports and services to meet identified outcomes for all persons eligible for services within the Long Term Support Division.

## HIGHLIGHTS

The Long Term Support Division shows a decrease in levy of \$709,507 which is directly attributable to the decrease in the Family Care Contribution that is due to the State in 2012 as compared to 2011. The other significant variance is the decrease in the fringe expense due to the Employee contribution to the Pension fund. Many line items are being fine-tuned as we realize our service levels, now that we have some history since the implementation of Family Care in 2010.

### COMPARATIVE LEVY IMPACT / VARIANCE SUMMARY

2011 Budgeted Levy	\$	6,360,464
--------------------	----	-----------

## Revenue Changes:

ADRC	(244,798)	Increase - Greater %age of time reimbursable by Fed \$ than anticipated.
Alz Family Caregiver	8,395	Decrease - Allocation adjustment post Family Care implementation.
Birth to Three	22,514	Decrease - General Reduction in Allocation from the State.
CLTS - Children's Waiver	99,463	Decrease - Over anticipated utilization in the 2011 budget.
Community Options	44,122	Decrease - Adjusting the COP allocation to reflect MH and Children population.
COP Risk Reserve	283,550	Decrease - No plan to utilize the remaining COP Risk Reserve funds in 2012.
Child Welfare Match	39,766	Decrease - Fewer CW clients served with LTS Children's Waivers.
Revenue Allocated	54,894	Decrease - LTS allocating more COP to BH for MH adults.
Offset Revenue (Leased Staff Revenue)	155,128	Decrease - Leasing 3 less FT employees to Lakeland Family Care in 2012.
Client Cost Shares/Fees	11,325	Decrease - Result of no longer serving the Adult/Elderly and DD populations which are now served by F
Prior Year Intergovernmental	10,731	Decrease - Before Family Care there were re-distribution of Waiver Grant revenues.

Expense Changes:

		1 FT new ADRC Specialist; Decrease of 3 FT Lakeland leased Social Worker/Home Consultant staff.
		Labor assumptions: {UNION - Includes STEP increases; 0% inflationary increase}; {MGMT - Excludes STEP increases; 1.5% or 2.5% for Inflationary Increases}.
Labor	(26,581)	
Fringes	(124,098)	Decrease - Lower fringe rate the result of Employee funding Employee Share of pension.
Travel	(14,982)	Decrease - Reflective of actual travel related to relatively new ADRC program.
Family Care Contribution	(976,663)	Decrease - Family Care Contribution Schedule for 7-1-2011 implementation date.
Birth - 3 Early Intervention	67,396	Increase - New ARRA program.
Nutrition Programs	42,096	Increase - For inflationary cost of food.
Other Contract Serv.	(20,000)	Decrease - Over anticipated needs for ADRC re Nursing and Marketing.
Consumer Program Expenses	20,000	Increase - Anticipating increase in Adult Protective Service (APS) needs.
Specialized Transportation	112,233	Increase - Demand for services has been increasing over last few years.
Community Treatment	(113,873)	Decrease - Adjusting to the new level of service required after Family Care.
Supported Living	(171,150)	Decrease - Adjusting to the new level of service required after Family Care.
Supportive Home Care	(38,001)	Decrease - Adjusting to the new level of service required after Family Care.
Work-related and Day Services	38,790	Increase - Reflects increase in services to persons qualifying for Children's Waiver program.
		Increase - Reflects various small equipment for ADRC; consumer related transportation and ADRC related publications/advertising.
Other Expenses	10,156	

LEVY IMPACT - 2012 PROPOSED BUDGET	\$	5,650,877
Decrease in Levy	\$	(709,587)
Percentage Decrease		-11%

**Winnebago County  
Budget Detail - 2012  
Long Term Support  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
SPAP	0	0	11,293	15,000	0	0	0	0.0%
CLTS - Children's Waiver	1,844,965	2,316,052	2,018,146	2,407,451	2,307,988	2,307,988	2,307,988	-4.1%
ADRC	0	0	948,246	1,447,940	1,692,738	1,692,738	1,692,738	16.9%
APS	0	0	36,241	144,000	144,000	144,000	144,000	0.0%
III-E Grant	60,899	61,251	48,522	61,252	60,373	60,373	60,373	-1.4%
Elderly/Handicapped (85.21)	335,756	342,961	350,271	357,276	361,986	361,986	361,986	1.3%
COP Risk Reserve	0	0	0	283,550	0	0	0	0.0%
Birth to Three	336,298	332,931	362,346	324,514	302,000	302,000	302,000	-6.9%
SHIP	0	0	10,006	0	5,300	5,300	5,300	NA
Cip I (A)	3,281,804	3,298,851	1,628,924	0	0	0	0	NA
CIP 1B Relocation	1,426,652	1,394,716	629,390	0	0	0	0	NA
Brain Injury	354,811	350,382	184,966	0	0	0	0	NA
Cip I (B)	9,023,144	9,451,868	4,973,441	0	0	0	0	NA
Family Support Program	126,074	106,045	132,378	126,074	126,074	126,074	126,074	0.0%
Alz Family Caregiver	64,572	64,806	64,338	53,595	45,200	45,200	45,200	-15.7%
Elder Abuse	49,355	49,356	48,615	48,861	48,861	48,861	48,861	0.0%
CIP-II	3,515,779	3,607,906	2,782,140	0	0	0	0	NA
Community Options	1,726,549	1,736,121	1,510,678	1,107,590	1,063,468	1,063,468	1,063,468	-4.0%
COP - MA Waiver	4,008,697	3,511,999	1,705,181	0	0	0	0	NA
III-D Grant	8,628	8,628	8,677	8,628	8,720	8,720	8,720	1.1%
SS/Multi Purpose	123,303	124,206	126,132	124,207	126,117	126,117	126,117	1.5%
Nutr-Congregate (C-1)	279,643	306,971	280,045	278,755	280,748	280,748	280,748	0.7%
Nutr-Home Del (C-2)	87,942	109,630	96,121	95,815	96,169	96,169	96,169	0.4%
Nutr Serv Incent Prog	84,724	59,612	71,491	70,617	64,473	64,473	64,473	-8.7%
State Senior Comm	10,366	10,366	9,606	9,859	9,859	9,859	9,859	0.0%
Benefit Specialists	33,438	33,438	33,438	33,438	33,438	33,438	33,438	0.0%
MAPT - Adult Foster Care	34,693	37,834	19,182	0	0	0	0	NA
Transportation Aids	167,192	238,000	286,628	197,000	197,000	197,000	197,000	0.0%
Prior Yr MA	283,779	110,969	0	0	0	0	0	NA
MA Targeted Case Mgmt	146,784	122,400	97,000	64,753	79,685	79,685	79,685	23.1%
MA Personal Care	2,524,478	2,536,785	1,270,234	1,999	0	0	0	0.0%
MA Inpatient	0	31,106	0	0	0	0	0	NA
COP-Prior Year	(2,971)	0	(780)	0	0	0	0	NA
CIP II - Relocations	935,223	2,186,824	718,412	0	0	0	0	NA
PRIOR YEAR INTERGVT	33,088	304,550	209,902	15,000	0	0	0	0.0%
CIP II Diversion	194,552	305,795	176,842	0	0	0	0	NA
ROLO Conditional Release	11,641	0	1,298	1,000	0	0	0	0.0%
<b>Intergovernmental</b>	<b>31,111,857</b>	<b>33,152,359</b>	<b>20,849,351</b>	<b>7,278,174</b>	<b>7,054,197</b>	<b>7,054,197</b>	<b>7,054,197</b>	<b>-3.1%</b>

**Winnebago County  
Budget Detail - 2012  
Long Term Support  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Offset Revenue	0	0	245,277	571,532	416,405	416,405	416,405	-27.1%
Reimbursed Costs	11,760	5,095	9,700	9,600	9,600	9,600	9,600	0.0%
Third Party Collections	0	195,686	0	0	0	0	0	NA
Client Cost Shares/Fees	661,026	631,621	307,110	75,699	64,376	64,376	64,376	-15.0%
PRIOR YEAR CONTRACTUAL	(3,487)	(41,354)	36,321	0	0	0	0	NA
Collection Agency	50	50	0	0	0	0	0	NA
<b>Public Services</b>	<b>669,348</b>	<b>791,097</b>	<b>598,408</b>	<b>656,831</b>	<b>490,381</b>	<b>490,381</b>	<b>490,381</b>	<b>-25.3%</b>
Revenue Allocated	(1,599,943)	(1,576,261)	(1,596,661)	(1,111,800)	(1,166,694)	(1,166,694)	(1,166,694)	4.9%
Grant - BCA	2,334,388	2,662,413	2,111,746	0	0	0	0	NA
Child Welfare Match	0	0	135,000	115,000	75,234	75,234	75,234	-34.6%
BH Match	0	0	65,000	0	0	0	0	NA
<b>Interfund Revenues</b>	<b>734,445</b>	<b>1,086,152</b>	<b>715,085</b>	<b>(996,800)</b>	<b>(1,091,460)</b>	<b>(1,091,460)</b>	<b>(1,091,460)</b>	<b>9.5%</b>
<b>TOTAL REVENUES</b>	<b>32,515,651</b>	<b>35,029,608</b>	<b>22,162,844</b>	<b>6,938,205</b>	<b>6,453,118</b>	<b>6,453,118</b>	<b>6,453,118</b>	<b>-7.0%</b>
Regular Pay	2,138,847	2,217,276	2,003,107	1,843,109	1,815,029	1,815,029	1,815,029	-1.5%
Overtime	4,720	1,664	10,467	0	1,499	1,499	1,499	NA
<b>Wages</b>	<b>2,143,567</b>	<b>2,218,941</b>	<b>2,013,575</b>	<b>1,843,109</b>	<b>1,816,528</b>	<b>1,816,528</b>	<b>1,816,528</b>	<b>-1.4%</b>
Fringe Benefits	912,429	970,173	837,337	901,028	776,930	776,930	776,930	-13.8%
<b>Fringes</b>	<b>912,429</b>	<b>970,173</b>	<b>837,337</b>	<b>901,028</b>	<b>776,930</b>	<b>776,930</b>	<b>776,930</b>	<b>-13.8%</b>
<b>Total Labor Costs</b>	<b>3,055,996</b>	<b>3,189,113</b>	<b>2,850,912</b>	<b>2,744,137</b>	<b>2,593,458</b>	<b>2,593,458</b>	<b>2,593,458</b>	<b>-5.5%</b>
Registration & Tuition	6,128	5,759	4,819	3,909	10,549	10,549	10,549	169.9%
Automobile Allowance	71,589	72,715	48,122	71,373	48,161	48,161	48,161	-32.5%
Meals	1,292	340	639	301	400	400	400	32.9%
Lodging	2,491	1,324	2,824	1,300	2,542	2,542	2,542	95.5%
Other Travel Exp	118	46	3	120	80	80	80	-33.3%
Taxable Meals	353	583	708	397	776	776	776	95.5%
<b>Travel</b>	<b>81,971</b>	<b>80,768</b>	<b>57,116</b>	<b>77,400</b>	<b>62,508</b>	<b>62,508</b>	<b>62,508</b>	<b>-19.2%</b>
Office Expenses								
Office Supplies	0	0	1,107	0	0	0	0	NA

**Winnebago County  
Budget Detail - 2012  
Long Term Support  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Print & Duplicate	0	97	534	1,000	4,552	4,552	4,552	355.2%
Computer Software	0	0	4,900	0	0	0	0	NA
Advertising	2,565	834	5,127	5,000	8,500	6,500	6,500	30.0%
Membership Dues	50	0	0	2,400	1,000	1,000	1,000	-58.3%
Operating Expenses								
Foster Care Banquet	2,044	1,295	1,632	0	0	0	0	NA
Registration & Tuition-Other	3,972	2,573	2,520	0	0	0	0	NA
Consumer Program Expenses	33,148	14,385	22,402	48,861	68,861	68,861	68,861	40.9%
Consumer Outreach	168,301	168,261	164,309	150,202	146,983	146,983	146,983	-2.1%
Consumer Transportation	38,936	39,162	21,068	0	2,637	2,637	2,637	NA
Telephone	204	168	139	113	1,101	1,101	1,101	874.3%
Small Equipment	0	0	9,075	0	6,209	6,209	6,209	NA
Utilities								
Heat	2,922	2,601	2,234	0	0	0	0	NA
Power and Light	8,052	6,953	5,115	0	0	0	0	NA
Water and Sewer	3,522	3,575	2,642	0	0	0	0	NA
Contractual Services								
Medical and Dental	32,179	32,179	31,495	57,557	57,557	57,557	57,557	0.0%
Building Repairs	0	2,367	1,570	2,300	1,000	1,000	1,000	-56.5%
Professional Service	8,574	10,073	13,411	10,000	10,000	10,000	10,000	0.0%
Collection Services	0	0	68	0	0	0	0	NA
Community Residential Svcs	14,786,648	15,109,075	7,597,322	294,975	297,331	297,331	297,331	0.8%
Community Treatment	1,072,192	1,308,185	1,093,778	1,115,937	1,002,064	1,002,064	1,002,064	-10.2%
Supportive Home Care	10,586,907	10,836,141	5,797,231	328,072	290,071	290,071	290,071	-11.6%
Work-related and Day Services	2,459,153	2,557,715	1,324,216	765	39,556	39,556	39,556	5070.7%
Specialized Transportation	957,398	1,073,643	921,910	656,377	768,610	768,610	768,610	17.1%
Other Contract Serv.	0	0	635	39,000	19,000	19,000	19,000	-51.3%
Foster Care Recog/Retention	205	233	0	0	0	0	0	NA
Interpreter	6,975	5,589	3,935	3,700	2,500	2,500	2,500	-32.4%
Nutrition Programs	668,453	782,843	828,011	841,922	884,018	884,018	884,018	5.0%
Specialty Inpatient Hospitals	93,184	329,384	0	0	0	0	0	NA
Supported Employment	592,599	641,421	300,501	10,000	10,547	10,547	10,547	5.5%
Supported Living	2,487,133	2,648,082	1,716,256	1,225,954	1,054,803	1,054,803	1,054,803	-14.0%
Birth - 3 Early Intervention	564,933	600,238	669,315	626,324	693,720	693,720	693,720	10.8%
Contracted Case Mgmt	715,420	766,861	513,007	0	0	0	0	NA
LSS-Adult Family Care (SA)	50	(55)	0	0	0	0	0	NA
Health Assessments	15,876	21,060	8,100	900	300	300	300	-66.7%
Rental Expenses								

**Winnebago County  
Budget Detail - 2012  
Long Term Support  
ALL**

<b>Description</b>	<b>2008 ACTUAL</b>	<b>2009 ACTUAL</b>	<b>2010 ACTUAL</b>	<b>2011 ADOPTED BUDGET</b>	<b>2012 REQUEST BUDGET</b>	<b>2012 EXECUTIVE BUDGET</b>	<b>2012 ADOPTED BUDGET</b>	<b>% Change From 2011 Adopted to 2012 Adopted</b>
Building Rental	94,440	94,546	66,420	38,400	38,400	38,400	38,400	0.0%
Other Sundry & Fixed Charges								
Operating Grants	5,491	5,498	4,533	4,428	4,428	4,428	4,428	0.0%
Family Care Contribution	0	0	2,750,638	5,012,945	4,036,282	4,036,282	4,036,282	-19.5%
Other Miscellaneous	8,223	0	0	0	0	0	0	NA
Other Operating Expenses	<u>35,419,746</u>	<u>37,064,979</u>	<u>23,885,156</u>	<u>10,477,132</u>	<u>9,450,030</u>	<u>9,448,030</u>	<u>9,448,030</u>	<u>-9.8%</u>
<b>TOTAL EXPENSES</b>	<u>38,557,712</u>	<u>40,334,860</u>	<u>26,793,184</u>	<u>13,298,669</u>	<u>12,105,996</u>	<u>12,103,996</u>	<u>12,103,996</u>	<u>-9.0%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>6,042,062</u>	<u>5,305,252</u>	<u>4,630,340</u>	<u>6,360,464</u>	<u>5,652,878</u>	<u>5,650,878</u>	<u>5,650,878</u>	<u>-11.2%</u>

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

<u>Department</u>	<u>Description</u>	<u>Quant</u>	<u>Special Equip (Note)</u>	<u>Other</u>	<u>Capital Outlay</u>
Human Services	7 passenger van	2	-	40,000	40,000

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

# PARK VIEW HEALTH CENTER

Department: 530-XXX Fund: Park View  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD: Margie Rankin  
LOCATION: Winnebago County  
Park View Health Center  
725 Butler Avenue  
Oshkosh, WI 54901-8149

TELEPHONE: 237-6900

## MISSION STATEMENT:

Park View Health Center is a county owned skilled nursing facility dedicated to providing services to residents of the Winnebago County community in need of long-term care, short-term rehabilitative care and specialized behavioral services.

## PROGRAM DESCRIPTION:

NURSING Provides specialized quality care for residents with long and short-term needs.

ACTIVITIES/VOLUNTEER SERVICES Provides an ongoing program of resident activities that meets the interests and well being of each resident. Coordinates volunteers to assist in providing resident activities and to facilitate quality of life for residents.

SOCIAL SERVICES Responds to each individuals psychosocial needs to ensure a high quality of life for each resident while maintaining the highest level of function.

FOOD & NUTRITION Provides each resident with a nourishing, palatable, well-balanced diet that meets the daily nutritional and therapeutic dietary needs. Produces meals for 2 daycare centers for generation of additional revenue sources.

MAINTENANCE Provides a safe and secure environment. Maintains property, plant and equipment.

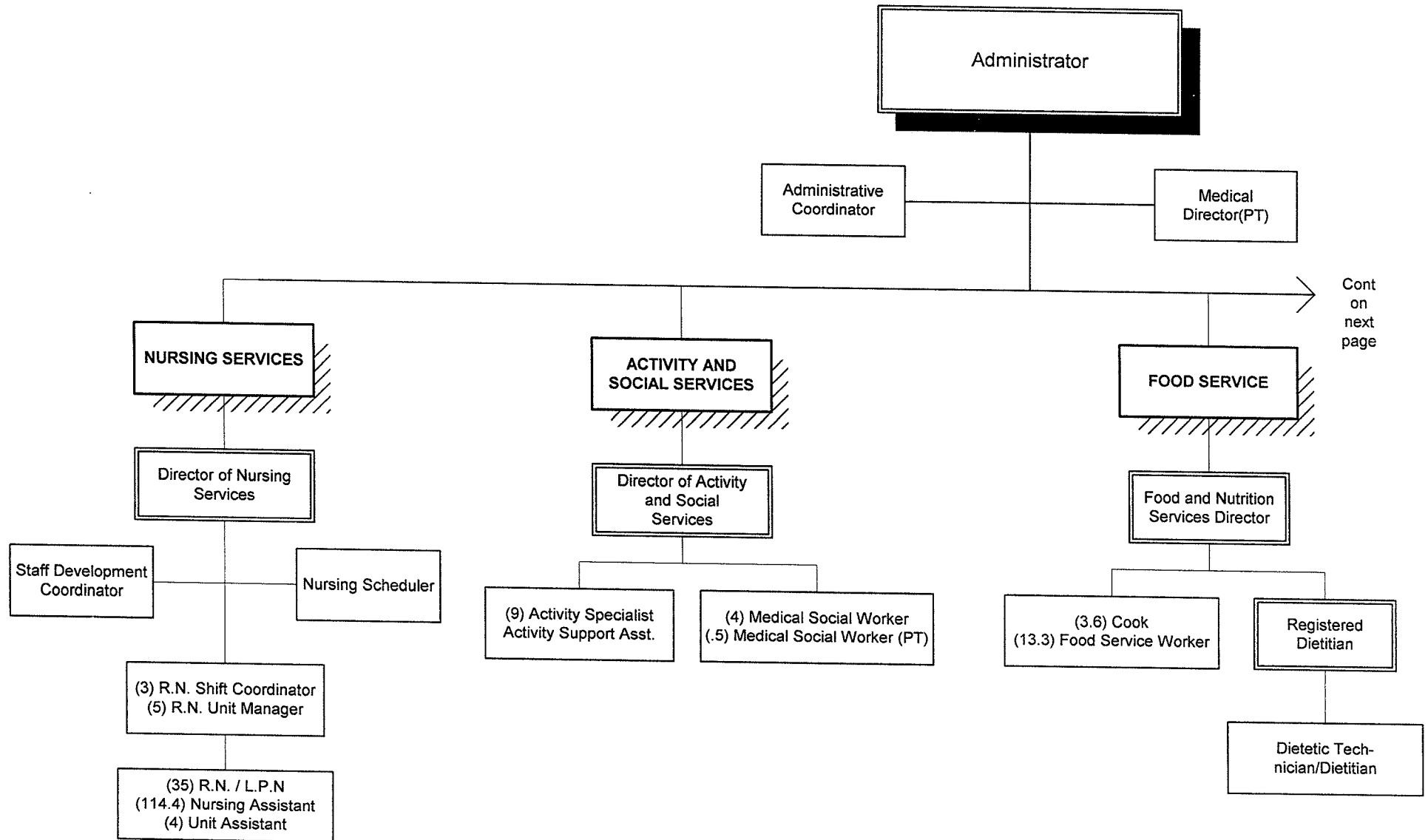
HOUSEKEEPING Provides a clean and homelike environment meeting all sanitation and infection control regulations.

LAUNDRY Contracted service which provides general linen services.

ADMINISTRATION Administration provides safe keeping of residents personal accounts, billing, financial reports for Medical Assistance and Medicare reimbursement rates and filing of annual appeal reports for additional revenue. Purchase facility supplies and equipment to meet resident needs. Maintains residents' medical records in compliance with State and Federal codes. Prepares annual budget and maintains an efficient operation within budgetary monies. Coordinates yearly mandatory programs and keeps all in-service records of all employees. Responsible for adhering to all State and Federal regulations.



# PARK VIEW HEALTH CENTER



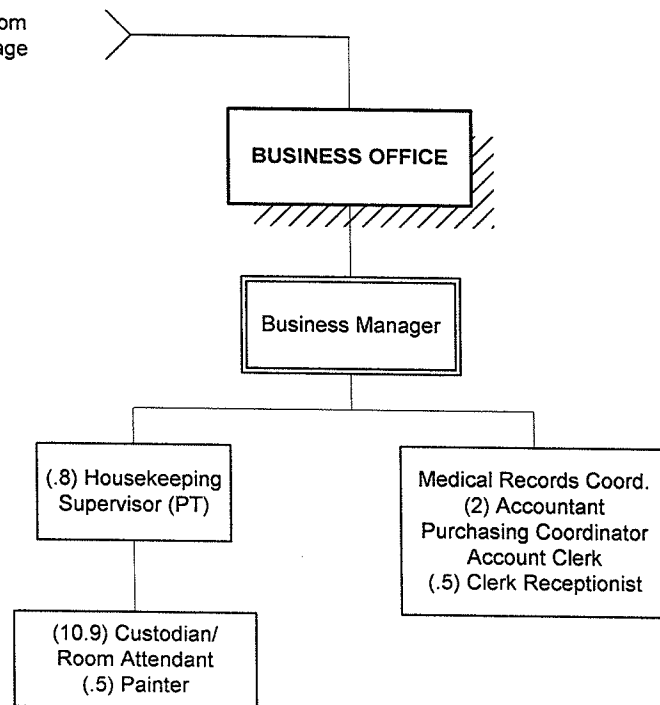
Cont  
on  
next  
page

\* Contracted Services

Note: Nursing, Food, and Activity Services positions are in terms of full time equivalents, as well as the Clerk Receptionist positions. 338

# PARK VIEW HEALTH CENTER

Cont from  
prior page



# **PARK VIEW HEALTH CENTER**

**Department: 530-XXX    Fund: Park View  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**        Margie Rankin  
**LOCATION:**                Winnebago County  
                                 Park View Health Center  
                                 725 Butler Avenue  
                                 Oshkosh, WI 54901-8149

**TELEPHONE: 237-6300**

## **2011 ACCOMPLISHMENTS:**

1.        Completed design development and expect to begin construction for storage and therapy addition to the facility.
2.        Increased nursing assistant table of organization in order to continue to meet high acuity resident needs.
3.        Purchased additional bariatric equipment primarily through grant funding in order to meet the needs of bariatric residents who are referred to Park View.
4.        Arranged for specialized training for an additional RN to become certified in wound care so that a certified wound care nurse is available on both the a.m. and the p.m. shift.
5.        Arranged for specialized training for an additional RN to become certified as a Resident Assessment Coordinator.
6.        Became a provider for United Healthcare and the United Evercare long term care Medicare waiver program.
7.        Successfully transitioned the responsibility of the Kronos timekeeper system from Human Resources to the Park View Business Office. Replaced all Kronos timeclocks.
8.        Worked with the County Human Resource Department to provide remote HR services to Park View. Converted the HR office to a computer training room/lower level conference room.
9.        Received donations and grants totaling approximately \$25,900 through June 2011.

10. Introduced communication boards called “Vital Signs” for Park View staff to stay current on mission, quality assurance, operations and customer communication.
11. Updated the Park View website and launched Facebook communication for Park View.

**2012 GOALS & OBJECTIVE:**

1. Redevelop campus borders and develop plans and campus map for gardens and garden walkways.
2. Evaluate opportunities for further development of the Park View campus and services.
3. With the assistance of the County IS Department, provide and educate families on internet access in all resident rooms to enable families to electronically connect to programs such as Skype and other programs.
4. Evaluate the possibility of utilizing the county’s telephone carrier for resident’s personal phone service that is currently provided by a different vendor.
5. Purchase the Virtual Dementia Tour program and send key staff for training. Train direct caregivers on the Virtual Dementia Tour.
6. Complete the construction and moves for the new storage/therapy space including moving the Activity Department to the current therapy area.

# PARK VIEW HEALTH CENTER

## 2012 BUDGET NARRATIVE

### HIGHLIGHTS

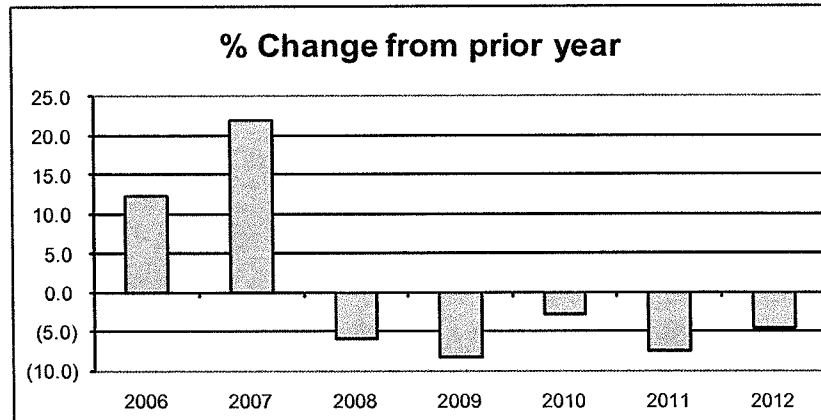
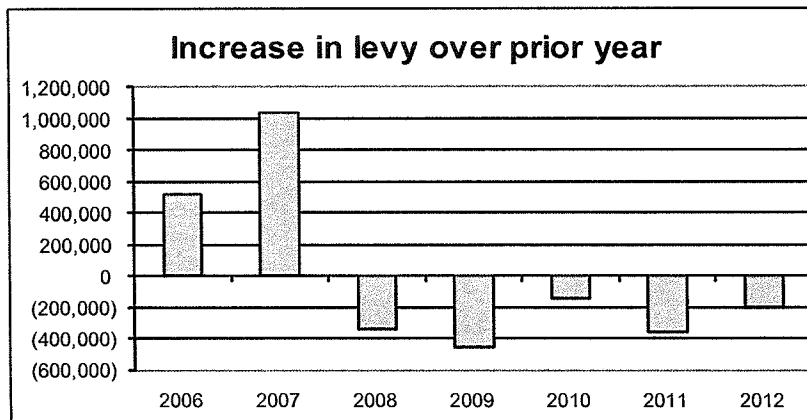
#### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	275	271	269	249	245	212	213	213	216	216
Part Time	9	13	12	12	12	13	10	10	9	9
Total	284	284	281	261	257	225	223	223	225	225

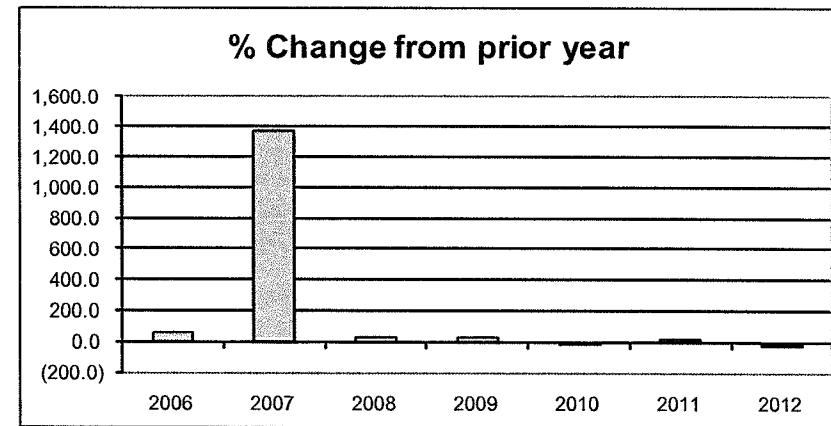
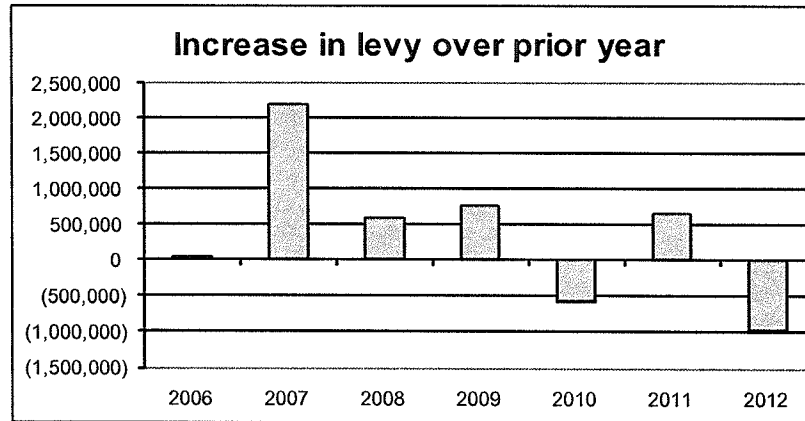
The changes to the table of organization for 2012 include adding one full-time RN Unit Manager position and removing a full-time Assistant Director of Nursing position.

**COUNTY LEVY:** The net operating tax levy for Park View for 2012 is \$4,249,112, a decrease of \$206,876 or 4.6% under 2011. The levy for Park View debt service for 2012 is \$2,855,000, a decrease of \$958,000 or 25.1% under 2011.

Levy for operations:



Levy for debt:



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Park View Health Center

Impact on the Operating Budget (Excludes Debt Service)

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 4,455,988	
<b>Revenue Changes - impact on levy:</b>		
Intergovernmental revenue	53,275	Family Care revenue is an additional funding source. However the revenue from this source does not cover the projected decrease in Medicaid funding.
Public service revenue	(247,919)	Higher census projections are expected and private pay rate increase will more than offset revenue losses from Medicare (Title 18) and other fees.
<b>Expense Changes - impact on levy:</b>		
Wages	90,619	This represents normal pay increases based on labor contracts and the administrative pay plan.
Fringe benefits	(188,342)	Decrease because non represented employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Compensated absences	80,000	Payouts for expected retirements during 2012.
Equipment - Capital	(17,100)	Fewer requests for 2012. See capital outlay list following this section.
Household supplies	5,100	Increase due to additional items needed, blinds, cubicle curtains and other miscellaneous household supplies.
Medical supplies	20,300	Increase due to replacement of chair/bed sensor alarms, increase usage of medical gloves and over the counter pharmacy supplies.
Donated goods and services	51,000	Did not budget these items in the past. Now including this in the budget. There is donation revenue that offsets this expense
Other small changes	(53,809)	This is a combination of increases and decreases in revenue and expense accounts.
<b>2012 Levy (Excluding Debt)</b>	<b>\$ 4,249,112</b>	

**Winnebago County**  
**Budget Detail - 2012**  
**Park View Health Center**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Medicaid (Title 19)	5,551,746	5,835,447	6,183,116	6,276,712	6,164,748	6,164,748	6,164,748	-1.8%
MA - Misc Ins	0	0	20,530	10,000	5,000	5,000	5,000	-50.0%
Family Care	0	0	33,067	0	63,689	63,689	63,689	NA
<b>Intergovernmental</b>	<b>5,551,746</b>	<b>5,835,447</b>	<b>6,236,712</b>	<b>6,286,712</b>	<b>6,233,437</b>	<b>6,233,437</b>	<b>6,233,437</b>	<b>-0.8%</b>
Medicare (Title 18)	1,541,000	1,554,332	1,579,082	1,537,730	1,406,661	1,406,661	1,406,661	-8.5%
Med Adv - Rm & Brd	452,478	493,394	556,186	468,817	382,151	382,151	382,151	-18.5%
Donations	31,972	43,741	55,693	30,000	61,000	61,000	61,000	103.3%
Medical Asst Fees	14,238	16,353	12,384	6,570	6,570	6,570	6,570	0.0%
Private Pay Fees	2,753,832	3,227,072	3,097,077	2,959,808	3,443,762	3,443,762	3,443,762	16.4%
Dietary Fees	41,595	54,617	45,397	51,800	2,500	2,500	2,500	-95.2%
Medicare Part B	0	4,547	3,803	0	0	0	0	NA
<b>Public Services</b>	<b>4,835,115</b>	<b>5,394,056</b>	<b>5,349,622</b>	<b>5,054,725</b>	<b>5,302,644</b>	<b>5,302,644</b>	<b>5,302,644</b>	<b>4.9%</b>
Mail Service Revenue	5	0	0	0	0	0	0	NA
Food Service	1,424	707	477	0	0	0	0	NA
Rental Income	5,150	0	0	0	0	0	0	NA
<b>Interfund Revenues</b>	<b>6,579</b>	<b>707</b>	<b>477</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Interest-Investments	0	0	2,443	0	0	0	0	NA
<b>Interest on Investments</b>	<b>0</b>	<b>0</b>	<b>2,443</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Rental - Building	4,005	0	0	0	0	0	0	NA
Non-Operating Grant Revenues	2,214,750	1,866,766	1,449,000	1,429,983	1,460,385	1,460,385	1,460,385	2.1%
Sale Of Prop & Equip	1,200	0	0	0	0	0	0	NA
Other Miscellaneous Revenues	(3,499)	0	3,084	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>2,216,456</b>	<b>1,866,766</b>	<b>1,452,084</b>	<b>1,429,983</b>	<b>1,460,385</b>	<b>1,460,385</b>	<b>1,460,385</b>	<b>2.1%</b>
Premium on Bond Issue	0	0	18,629	0	0	0	0	NA
<b>Other Financing Sources</b>	<b>0</b>	<b>0</b>	<b>18,629</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Transfers In	60,496	12,924	334	0	0	0	0	NA
<b>Other Operating Transfers</b>	<b>60,496</b>	<b>12,924</b>	<b>334</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>12,670,392</b>	<b>13,109,900</b>	<b>13,060,301</b>	<b>12,771,420</b>	<b>12,996,466</b>	<b>12,996,466</b>	<b>12,996,466</b>	<b>1.8%</b>



**Winnebago County**  
**Budget Detail - 2012**  
**Park View Health Center**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Regular Pay	8,584,202	8,709,255	8,879,787	8,965,161	9,055,780	9,055,780	9,055,780	1.0%
Temporary Employees	74,625	102,529	44,384	76,857	77,902	77,902	77,902	1.4%
Overtime	474,754	428,139	489,048	402,220	416,900	416,900	416,900	3.6%
Regular Pay	25,658	0	9,117	0	0	0	0	NA
<b>Wages</b>	<b>9,159,239</b>	<b>9,239,923</b>	<b>9,422,335</b>	<b>9,444,238</b>	<b>9,550,582</b>	<b>9,550,582</b>	<b>9,550,582</b>	<b>1.1%</b>
Fringe Benefits	4,365,543	4,437,141	4,505,666	4,659,289	4,470,947	4,470,947	4,470,947	-4.0%
Unemployment Comp	43,121	35,176	46,021	0	0	0	0	NA
Compensated Absences	(92,384)	25,298	7,771	0	80,000	80,000	80,000	NA
<b>Fringes</b>	<b>4,316,280</b>	<b>4,497,614</b>	<b>4,559,458</b>	<b>4,659,289</b>	<b>4,550,947</b>	<b>4,550,947</b>	<b>4,550,947</b>	<b>-2.3%</b>
<b>Total Labor Costs</b>	<b>13,475,518</b>	<b>13,737,538</b>	<b>13,981,793</b>	<b>14,103,527</b>	<b>14,101,529</b>	<b>14,101,529</b>	<b>14,101,529</b>	<b>0.0%</b>
Registration & Tuition	6,836	8,090	8,535	13,000	13,000	12,500	12,500	-3.8%
Automobile Allowance	708	1,546	967	1,800	1,600	1,600	1,600	-11.1%
Meals	1,358	623	908	700	900	900	900	28.6%
Lodging	1,130	989	1,690	2,600	2,600	2,500	2,500	-3.8%
Other Travel Exp	56	10	5	25	25	25	25	0.0%
Taxable Meals	556	1,083	1,095	1,250	1,350	1,350	1,350	8.0%
<b>Travel</b>	<b>10,646</b>	<b>12,341</b>	<b>13,200</b>	<b>19,375</b>	<b>19,475</b>	<b>18,875</b>	<b>18,875</b>	<b>-2.6%</b>
Other Equipment	284,404	51,921	17,124	25,100	15,000	8,000	8,000	-68.1%
<b>Capital</b>	<b>284,404</b>	<b>51,921</b>	<b>17,124</b>	<b>25,100</b>	<b>15,000</b>	<b>8,000</b>	<b>8,000</b>	<b>-68.1%</b>
Office Expenses								
Office Supplies	11,680	10,914	9,490	10,000	11,000	11,000	11,000	10.0%
Stationery and Forms	1,569	1,260	1,638	10,382	0	0	0	0.0%
Printing Supplies	6,773	5,740	4,881	7,500	7,000	7,000	7,000	-6.7%
Print & Duplicate	3,221	1,619	1,621	2,000	2,000	2,000	2,000	0.0%
Postage and Box Rent	5,939	6,747	5,849	6,700	6,900	6,900	6,900	3.0%
Computer Supplies	13	0	0	500	500	500	500	0.0%
Computer Software	4,284	1,085	8,346	4,500	2,000	2,000	2,000	-55.6%
Advertising	4,909	0	0	300	300	300	300	0.0%
Subscriptions	1,960	979	1,026	1,500	1,500	1,500	1,500	0.0%
Membership Dues	11,101	12,935	14,119	16,500	17,000	17,000	17,000	3.0%

**Winnebago County**  
**Budget Detail - 2012**  
**Park View Health Center**  
ALL

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Publish Legal Notices	3	55	0	0	0	0	0	NA
Operating Expenses								
Education & Training	0	5,172	4,813	4,000	1,000	1,000	1,000	-75.0%
Telephone	32,422	28,764	34,136	33,000	35,000	35,000	35,000	6.1%
Agricultural Supplies	130	320	1,126	200	3,000	3,000	3,000	1400.0%
Household Supplies	90,803	92,588	110,621	104,200	109,300	109,300	109,300	4.9%
Linen	5,325	1,917	2,026	4,800	7,500	7,500	7,500	56.3%
Food	351,255	389,489	382,630	406,500	382,500	382,500	382,500	-5.9%
Dishes and Utensils	3,548	3,024	3,969	3,000	3,000	3,000	3,000	0.0%
Small Equipment	269,746	49,981	99,758	92,599	87,246	87,246	87,246	-5.8%
Shop Supplies	3,383	2,556	3,716	3,700	3,900	3,900	3,900	5.4%
Medical Supplies	248,783	263,685	276,500	279,500	299,800	299,800	299,800	7.3%
Medical Oxygen	43,911	41,789	44,150	45,300	45,500	45,500	45,500	0.4%
Incontinent Supplies	1,356	2,028	5,283	2,550	4,250	4,250	4,250	66.7%
Incontinent Products	62,594	72,931	71,269	70,000	74,000	74,000	74,000	5.7%
Recreation Supplies	2,242	2,231	2,258	2,400	2,400	2,400	2,400	0.0%
Other Operating Supplies	781	320	433	500	500	500	500	0.0%
Donated Goods & Services	39,849	32,864	51,864	10,000	61,000	61,000	61,000	510.0%
Repairs & Maintenance								
Painting Supplies	295	600	284	1,000	1,500	1,500	1,500	50.0%
Consumable Tools	394	81	63	100	100	100	100	0.0%
Sign Parts & Supplies	411	516	174	200	200	200	200	0.0%
Other Maint. Supplies	5,897	2,491	2,743	3,300	3,500	3,500	3,500	6.1%
Construction Supplies								
Calcium Chloride	875	183	531	800	1,200	1,200	1,200	50.0%
Small Hardware	2,903	896	968	1,000	1,200	1,200	1,200	20.0%
Lumber and Plywood	0	0	31	1,500	1,500	1,500	1,500	0.0%
Maintenance Supplies								
Other Elect. Products	2,433	3,240	1,375	2,500	2,800	2,800	2,800	12.0%
Other Plumbing Prod.	1,353	776	660	1,200	1,500	1,500	1,500	25.0%
Other Building Materials	1,988	2,217	484	1,800	1,800	1,800	1,800	0.0%
Motor Fuel	2,809	66	(1,476)	5,000	5,000	3,000	3,000	-40.0%
Lubricants	847	766	149	500	500	500	500	0.0%
Machine & Equip Parts	15,776	18,263	19,349	17,000	20,500	20,500	20,500	20.6%
Tires & Batteries	2,965	5,037	3,526	4,000	4,500	4,500	4,500	12.5%
Utilities								
Heat	217,350	118,262	112,434	149,000	140,000	140,000	140,000	-6.0%

**Winnebago County  
Budget Detail - 2012  
Park View Health Center  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Power and Light	178,233	178,520	189,417	199,000	206,000	206,000	206,000	3.5%
Water and Sewer	48,193	38,019	38,260	43,000	46,000	46,000	46,000	7.0%
Refuse Collection	597	577	1,203	800	1,200	1,200	1,200	50.0%
Contractual Services								
Medical and Dental	8,607	8,297	6,570	4,000	7,000	7,000	7,000	75.0%
Pest Extermination	1,250	1,325	1,525	1,400	1,500	1,500	1,500	7.1%
Vehicle Repairs	559	89	291	600	400	400	400	-33.3%
Equipment Repairs	17,502	18,396	28,260	35,500	37,000	37,000	37,000	4.2%
Building Repairs	17,826	107,449	28,137	28,500	32,300	32,300	32,300	13.3%
Transcription Services	1,129	689	1,379	900	1,600	1,600	1,600	77.8%
Accounting - Auditing	4,000	2,500	2,500	2,700	2,700	2,700	2,700	0.0%
Data Processing	20,605	23,348	21,410	26,000	27,280	27,280	27,280	4.9%
Professional Service	997,732	908,760	840,752	895,039	863,055	863,055	863,055	-3.6%
Rental Expenses								
Equipment Rental	29,283	27,956	40,131	18,450	33,300	33,300	33,300	80.5%
Insurance								
Insurance Recoveries	0	0	(51,457)	0	0	0	0	NA
Operating Licenses & Fees	1,304	810	1,165	1,610	1,300	1,300	1,300	-19.3%
Depreciation & Amortization								
Depreciation Expense	776,199	740,925	731,818	732,799	843,962	843,962	843,962	15.2%
Other Sundry & Fixed Charges								
Bad Debts Expense	0	(3,409)	0	0	0	0	0	NA
Taxes & Assessments	151,200	226,800	322,560	362,880	342,720	342,720	342,720	-5.6%
Other Miscellaneous	3,066	3,927	2,871	3,200	3,400	3,400	3,400	6.3%
Interfund Expenses								
Print & Duplicate	38,360	32,474	34,734	38,500	38,000	38,000	38,000	-1.3%
Motor Fuel	8,487	4,083	4,463	6,000	3,500	3,500	3,500	-41.7%
Machine & Equip Parts	1,462	0	0	0	0	0	0	NA
Refuse Collection	3,409	2,628	2,808	7,500	7,700	7,700	7,700	2.7%
Medical and Dental	2,335	827	204	0	0	0	0	NA
Snow Removal	0	663	2,451	2,500	15,000	15,000	15,000	500.0%
Repair & Maint. - Streets	0	0	0	0	4,500	4,500	4,500	NA
Vehicle Repairs	5,578	7,897	4,690	3,000	2,500	2,500	2,500	-16.7%
Equipment Repairs	3,993	5,049	5,940	5,940	6,138	6,138	6,138	3.3%
Prop. & Liab. Insurance	74,004	73,034	68,376	81,356	81,185	81,185	81,185	-0.2%
Other Uses of Funds								
Loss on Sale of Assets	1,280,989	0	0	0	0	0	0	NA

**Winnebago County  
Budget Detail - 2012  
Park View Health Center  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Operating Expenses	5,139,779	3,596,018	3,613,276	3,812,205	3,963,136	3,961,136	3,961,136	3.9%
<b>TOTAL EXPENSES</b>	<b>18,910,348</b>	<b>17,397,817</b>	<b>17,625,394</b>	<b>17,960,207</b>	<b>18,099,140</b>	<b>18,089,540</b>	<b>18,089,540</b>	<b>0.7%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>6,239,955</b>	<b>4,287,918</b>	<b>4,565,092</b>	<b>5,188,787</b>	<b>5,102,674</b>	<b>5,093,074</b>	<b>5,093,074</b>	<b>-1.8%</b>
Back out depreciation	(776,199)	(740,925)	(731,818)	(732,799)	(843,962)	(843,962)	(843,962)	15.2%
<b>Levy for operations</b>	<b>5,463,756</b>	<b>3,546,992</b>	<b>3,833,275</b>	<b>4,455,988</b>	<b>4,258,712</b>	<b>4,249,112</b>	<b>4,249,112</b>	<b>-4.6%</b>
Debt Services								
Debt Principal Payments	2,076,245	2,950,092	2,446,811	3,177,000	2,351,000	2,351,000	2,351,000	-26.0%
Debt Interest Payments	898,914	786,677	681,243	636,000	504,000	504,000	504,000	-20.8%
Debt Service Fees	0	0	3,987	0	0	0	0	NA
<b>Levy for Debt</b>	<b>2,975,159</b>	<b>3,736,769</b>	<b>3,132,041</b>	<b>3,813,000</b>	<b>2,855,000</b>	<b>2,855,000</b>	<b>2,855,000</b>	<b>-25.1%</b>
<b>Total levy for operations and debt</b>	<b>8,438,915</b>	<b>7,283,762</b>	<b>6,965,316</b>	<b>8,268,988</b>	<b>7,113,712</b>	<b>7,104,112</b>	<b>7,104,112</b>	<b>-14.1%</b>

# **PARK VIEW HEALTH CENTER PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
PARK VIEW HEALTH CENTER							12,996,466	(12,996,466)	(12,771,420)	(12,608,527)	1.8	1.3
Nursing	540	10,455,639	1,200	-	1,197,001	11,653,840		11,653,840	11,702,349	11,874,372	(0.4)	(1.4)
Activities	541	637,474	-	-	2,400	639,874		639,874	643,483	604,894	(0.6)	6.4
Social Services	542	431,749	-	-	-	431,749		431,749	446,489	469,773	(3.3)	(5.0)
Food & Nutrition	544	1,119,423	-	-	451,605	1,571,028		1,571,028	1,587,198	1,601,416	(1.0)	(0.9)
Maintenance	545	8,000	-	-	542,700	550,700		550,700	519,100	648,804	6.1	(20.0)
Housekeeping	546	617,914	-	-	108,775	726,689		726,689	704,557	684,939	3.1	2.9
Laundry	547	-	-	-	205,000	205,000		205,000	196,000	195,000	4.6	0.5
Administration	548	831,330	17,675	-	3,464,693	4,313,698		4,313,698	5,205,632	4,553,664	(17.1)	14.3
Personnel	549	-	-	-	-	-		-	10,500	126,439	N/A	N/A
Unclassified	559	-	-	8,000	843,962	851,962		851,962	757,899	751,405	12.4	0.9
<b>Grand Totals</b>		<u>14,101,529</u>	<u>18,875</u>	<u>8,000</u>	<u>6,816,136</u>	<u>20,944,540</u>	<u>12,996,466</u>	<u>7,948,074</u>	<u>9,001,787</u>	<u>8,902,179</u>	<u>(11.7)</u>	<u>1.1</u>
Depreciation Expense								(843,962)	(732,799)	(731,905)	15.2	0.1
Reserves applied								0	0	(200,000)	0.0	100.0
Tax levy								<u>7,104,112</u>	<u>8,268,988</u>	<u>7,970,274</u>	<u>(14.1)</u>	<u>3.7</u>

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

<u>Department</u>	<u>Description</u>	<u>Quant</u>	<u>Special Equip (Note)</u>	<u>Other</u>	<u>Capital Outlay</u>
Park View Health Center	Stacker lift	1	-	8,000	8,000

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

## SUMMARY BY DIVISION

	<u>Expenses</u>	<u>Revenues</u>	<u>Adjustments</u>	<u>Levy</u>
<b>TRANSPORTATION</b>				
Airport	\$ 3,215,115	\$ 1,482,500	\$ (1,693,195)	\$ 39,420
Airport Debt	\$ 193,000	\$ -	\$ -	\$ 193,000
Highway Department	13,211,548	11,730,862	(1,480,686)	-
County Road Maintenance	3,124,242	2,725,918	-	398,324
Underground Storage Tanks	3,000	-	(3,000)	-
	<u>\$ 19,746,905</u>	<u>\$ 15,939,280</u>	<u>\$ (3,176,881)</u>	<u>\$ 630,744</u>

# AIRPORT

Department: 510-XXX Fund: Airport Fund  
2012 BUDGET NARRATIVE

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

TELEPHONE: 236-4930

## MISSION STATEMENT:

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

## PROGRAM DESCRIPTION:

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

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

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

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

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

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

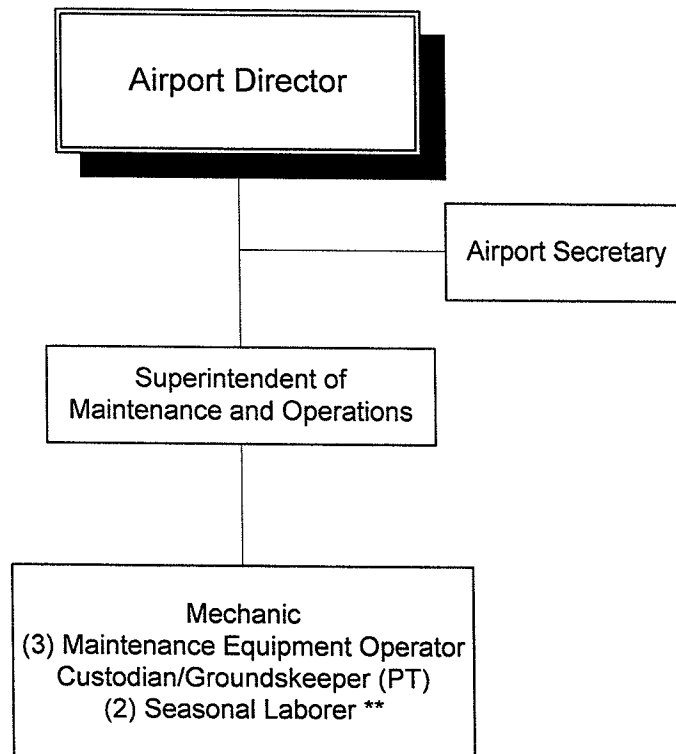


**WEST TERMINAL BUILDING** Continue full rental occupancy and maintain this facility as a long-term, revenue-producing asset.

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

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

# AIRPORT



\*\* Unclassified position

# AIRPORT

Department: 510-XXX      Fund: Airport  
2012 BUDGET NARRATIVE

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

TELEPHONE: 236-4930

## 2011 ACCOMPLISHMENTS:

1. Surpassed budgeted projections with storage of government-owned military vehicles manufactured by Oshkosh Corporation.
2. Completed design work with Dept. of Transportation bureau of Aeronautics and OMNNI Associates on perimeter road and fence project.
3. Continued investigation of specialized snow removal equipment replacement alternatives.
4. Continued streamlining maintenance operations by eliminating obsolete and inoperative equipment and inventory.
5. Partnered with CommAvia and Chamco to develop an airport marketing consortium to potentially acquire available property adjacent to the airport and attract aviation businesses to Wittman Airport.
6. Continued adjacent land acquisition processes.
7. Achieved nearly 100% hangar occupancy.
8. Acquired pavement paint striper and improved marking visibility for pilots and vehicle operators around the airport.
9. Became the official airport sponsor for television show "The Aviators," an internationally-broadcast TV show about all things aviation.
10. Conducted FAA regional Runway Safety Action Team (RSAT) meeting to enhance specific airport safety mandates.
11. Commenced update and enhancements to website.

**2012 GOALS & OBJECTIVES:**

- 1. Continue to seek alternative and additional revenue sources to move Wittman Regional Airport towards a more self-funding financial state.**
- 2. Continue to operate airport in a safe manner while complying with budget restrictions and directives.**
- 3. Maximize the use of Federal & State monies for development to put Wittman Regional Airport in the best financially competitive and marketable position.**
- 4. Continue pavement improvements with crack filling & small pavement portion replacement.**
- 5. Continue partnerships with CommAvia and Chamco to attract new aviation businesses to, and assist existing businesses at Wittman Regional Airport.**
- 6. Continue to pursue and acquire available adjacent airport properties for greater business marketability and hangar development alternatives.**
- 7. Continue to identify more efficient operations and maintenance methods.**
- 8. Continue to evaluate specialty motor vehicle fleet for future replacements, and begin vehicle replacement program.**
- 9. Increase public education of the airport's benefits and mission.**
- 10. Commence terminal and FBO ramp reconstruction project, with funding from FAA (95%), State DOT (2.5%) and county funding (2.5%)**
- 11. Reconstruct aircraft ramp at east end of Taxiway D (Fox Valley Technical College) with funding from State DOT (80%) and county funding (20%)**
- 12. Establish long-term sponsorship agreement with The Aviators TV show to increase airport visibility to the aviation community.**

# AIRPORT

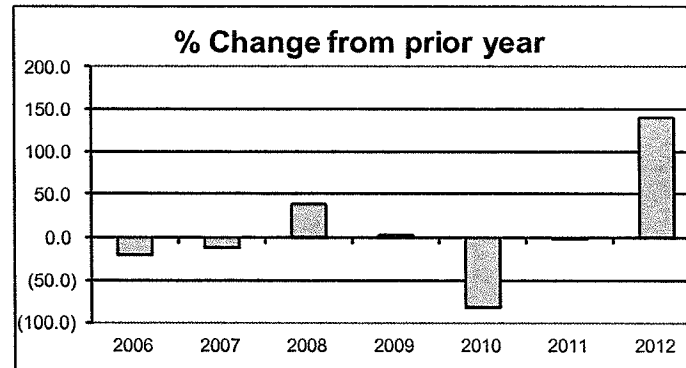
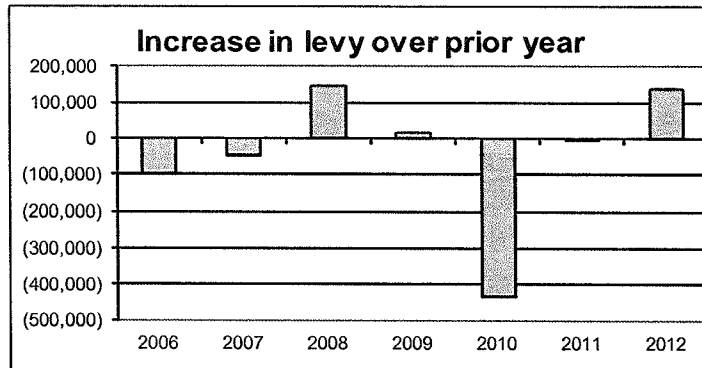
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	7	7	7	7	7	7	7	7	7	7
Part Time	4	4	2	2	2	2	2	2	2	1
Total	11	11	9	9	9	9	9	9	9	8

There are no proposed changes to the table of organization for 2012. There was one vacant position eliminated during 2011.

**COUNTY LEVY:** The net tax levy for 2012 is \$232,420, an increase of \$135,611 or 140.1% over 2011. In 2011, the County applied \$300,000 of the fund balance to reduce the tax levy. Fund reserves of \$400,000 are being applied in 2012 to apply to the purchase of land adjacent to the Airport.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Airport

Account	Amount	Description
<b>Significant changes from 2011</b>		
Tax Levy 2011	\$ 96,809	
<b>Revenue Changes - impact on levy:</b>		
Fund balance applied to reduce levy.	300,000	We reduced the 2011 total Airport levy by applying \$300,000 of fund balance. No fund balance is being applied to 2012.
Land rental	(280,000)	We had anticipated losing quite a bit of revenue from Oshkosh Corp for vehicle storage in 2011. However that never happened and we are projecting still receiving the revenue in 2012.
<b>Expense Changes - impact on levy:</b>		
Wages	(3,225)	Slight decrease from 2011 due to eliminating a vacant position. The decrease was partially offset by the regular raises.
Fringe benefits	(22,845)	Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Equipment - Capital	107,900	There was very little capital purchased in the 2011 budget. The 2012 budget has a few items. See the capital outlay list after the budget worksheet for detail.
Capital Outlay - Land	400,000	Land purchase for economic development.
Water & sewer	40,000	We had under budgeted them in 2011. The 2012 budget more closely matches history.
Debt service	16,000	Principal & interest payments are higher in 2012 than they were in 2011.
Other small changes	(22,219)	This is a combination of increases and decreases in revenue and expense accounts.
Reserves applied	(400,000)	Reserves being applied to the purchase of land.
<b>Tax Levy 2012</b>	<b>\$ 232,420</b>	

**Winnebago County  
Budget Detail - 2012  
Airport Fund  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2010 Adopted to 2011 Adopted
Rental Revenues	54,396	57,765	42,884	38,000	39,000	39,000	39,000	2.6%
Airport Landing Fees	2,976	3,318	4,686	3,500	4,000	4,000	4,000	14.3%
Fuel Flowage Fee	81,503	66,382	68,541	85,000	85,000	85,000	85,000	0.0%
Land Rental - Airport	683,558	1,862,013	1,590,865	720,000	1,000,000	1,000,000	1,000,000	38.9%
Building Rental - Airport	327,905	316,208	354,036	345,000	350,000	350,000	350,000	1.4%
<b>Public Services</b>	<b>1,150,338</b>	<b>2,305,686</b>	<b>2,061,011</b>	<b>1,191,500</b>	<b>1,478,000</b>	<b>1,478,000</b>	<b>1,478,000</b>	<b>24.0%</b>
Fees & Costs	0	0	12,500	3,000	3,000	3,000	3,000	0.0%
<b>Intergovernmental Services</b>	<b>0</b>	<b>0</b>	<b>12,500</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0.0%</b>
Interest-Investments	2	0	0	0	0	0	0	NA
<b>Interest on Investments</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Sale of Scrap	350	1,539	761	500	500	500	500	0.0%
Other Miscellaneous Revenues	19,796	1,103	902	700	1,000	1,000	1,000	42.9%
<b>Miscellaneous Revenues</b>	<b>20,146</b>	<b>2,642</b>	<b>1,663</b>	<b>1,200</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>25.0%</b>
Gain - Sale of Assets	1,159	0	0	0	0	0	0	NA
Capital Contributions	0	0	6,862,523	0	0	0	0	NA
<b>Other Financing Sources</b>	<b>1,159</b>	<b>0</b>	<b>6,862,523</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Transfers In	14,641	820	0	0	0	0	0	NA
<b>Other Operating Transfers</b>	<b>14,641</b>	<b>820</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>1,186,286</b>	<b>2,309,148</b>	<b>8,937,697</b>	<b>1,195,700</b>	<b>1,482,500</b>	<b>1,482,500</b>	<b>1,482,500</b>	<b>24.0%</b>
Regular Pay	373,244	392,140	394,704	404,147	407,575	400,922	400,922	-0.8%
Overtime	11,503	13,106	7,024	3,217	6,653	6,653	6,653	106.8%
<b>Wages</b>	<b>384,747</b>	<b>405,246</b>	<b>401,729</b>	<b>407,364</b>	<b>414,228</b>	<b>407,575</b>	<b>407,575</b>	<b>0.1%</b>
Fringe Benefits	198,405	207,210	211,243	206,741	183,896	183,896	183,896	-11.1%
Unemployment Comp	1,529	0	1,013	1,100	1,100	1,100	1,100	0.0%
Compensated Absences	(1,529)	1,581	3,787	0	0	0	0	NA
<b>Fringes</b>	<b>198,405</b>	<b>208,792</b>	<b>216,043</b>	<b>207,841</b>	<b>184,996</b>	<b>184,996</b>	<b>184,996</b>	<b>-11.0%</b>

**Winnebago County**  
**Budget Detail - 2012**  
**Airport Fund**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2010 Adopted to 2011 Adopted
<b>Total Labor Costs</b>	<b>583,152</b>	<b>614,037</b>	<b>617,771</b>	<b>615,205</b>	<b>599,224</b>	<b>592,571</b>	<b>592,571</b>	<b>-3.7%</b>
Registration & Tuition	65	65	325	260	460	460	460	76.9%
Automobile Allowance	0	220	91	0	0	0	0	NA
Commercial Travel	0	0	168	0	500	500	500	NA
Meals	0	0	41	0	0	0	0	NA
Lodging	0	148	931	600	1,100	1,100	1,100	83.3%
Other Travel Exp	0	0	63	0	0	0	0	NA
<b>Travel</b>	<b>65</b>	<b>433</b>	<b>1,618</b>	<b>860</b>	<b>2,060</b>	<b>2,060</b>	<b>2,060</b>	<b>139.5%</b>
Land	0	0	0	0	0	0	400,000	NA
Other Improvements	7,895	10,993	303,298	0	0	0	0	NA
Fixed Equipment	61,483	0	0	0	0	0	0	NA
Other Equipment	48,354	696,595	65,119	19,100	142,000	127,000	127,000	564.9%
<b>Capital</b>	<b>117,732</b>	<b>707,588</b>	<b>368,417</b>	<b>19,100</b>	<b>142,000</b>	<b>127,000</b>	<b>527,000</b>	<b>2659.2%</b>
Office Expenses								
Office Supplies	454	493	499	500	500	500	500	0.0%
Stationery and Forms	175	122	111	200	200	200	200	0.0%
Printing Supplies	194	151	185	175	175	175	175	0.0%
Postage and Box Rent	8	0	62	0	0	0	0	NA
Computer Software	1,300	0	0	0	0	0	0	NA
Membership Dues	225	475	965	1,000	1,475	975	975	-2.5%
Promotions-Airport	33,792	21,647	36,683	30,000	40,000	40,000	40,000	33.3%
Operating Expenses								
Telephone	9,200	9,784	9,603	7,300	7,300	7,300	7,300	0.0%
Small Equipment	16,560	17,694	22,437	40,875	20,375	35,375	35,375	-13.5%
Other Operating Supplies	4,510	4,652	10,563	6,100	5,600	5,600	5,600	-8.2%
Repairs & Maintenance								
Maintenance - Buildings	8,856	5,609	13,282	13,350	13,350	13,350	13,350	0.0%
Maintenance - Grounds	25,160	47,593	32,824	36,000	36,000	36,000	36,000	0.0%
Maintenance - Equipment	1,391	1,404	2,430	2,300	2,250	2,250	2,250	-2.2%
Maintenance-Vehicles	25,185	30,832	47,315	40,000	40,000	40,000	40,000	0.0%
Other Maint. Supplies	(2,737)	480	1,049	0	0	0	0	NA
Maintenance Supplies								
Motor Fuel	15,024	30,758	28,992	30,000	30,000	30,000	30,000	0.0%



**Winnebago County**  
**Budget Detail - 2012**  
**Airport Fund**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2010 Adopted to 2011 Adopted
Utilities								
Heat	81,617	68,669	62,610	92,500	92,000	92,000	92,000	-0.5%
Power and Light	115,317	119,715	120,287	115,000	111,000	101,000	101,000	-12.2%
Water and Sewer	138,616	170,004	176,746	131,900	131,900	171,900	171,900	30.3%
Refuse Collection	2,059	2,761	3,083	3,564	3,564	3,564	3,564	0.0%
Contractual Services								
Medical and Dental	306	357	483	500	500	500	500	0.0%
Pest Extermination	175	0	0	0	0	0	0	NA
Vehicle Repairs	7,220	13,007	13,691	14,000	14,000	14,000	14,000	0.0%
Equipment Repairs	12,202	23,424	12,588	13,300	12,300	12,300	12,300	-7.5%
Grounds Maintenance	60,167	80,681	115,907	77,100	72,750	72,750	72,750	-5.6%
Building Repairs	7,612	20,816	22,885	19,950	22,950	22,950	22,950	15.0%
Architect & Engineer	9,950	32,835	3,318	15,000	10,000	10,000	10,000	-33.3%
Insurance								
Prop & Liab Insurance	0	0	20	0	0	0	0	NA
Operating Licenses & Fees	150	534	618	660	660	660	660	0.0%
Depreciation & Amortization								
Depreciation Expense	971,176	890,045	928,425	720,315	1,293,195	1,293,195	1,293,195	79.5%
Other Sundry & Fixed Charges								
Bad Debts Expense	2,242	(1,025)	1,382	0	0	0	0	NA
Taxes & Assessments	0	425	485	500	500	500	500	0.0%
Other Miscellaneous	0	0	3	0	0	0	0	NA
Interfund Expenses								
Printing Supplies	0	(10)	0	0	0	0	0	NA
Print & Duplicate	550	714	960	500	500	500	500	0.0%
Postage and Box Rent	340	225	166	400	400	400	400	0.0%
Equipment Repairs	231	297	297	297	330	330	330	11.1%
Grounds Maintenance	8,990	26,189	14,510	10,000	10,000	10,000	10,000	0.0%
Prop. & Liab. Insurance	77,184	72,160	72,396	77,373	75,210	75,210	75,210	-2.8%
Other Operating Transfers								
Other Transfers Out	0	0	58,000	0	0	0	0	NA
Other Operating Expenses	<u>1,635,402</u>	<u>1,693,517</u>	<u>1,815,858</u>	<u>1,500,659</u>	<u>2,048,984</u>	<u>2,093,484</u>	<u>2,093,484</u>	<u>39.5%</u>
<b>TOTAL EXPENSES</b>	<u>2,336,351</u>	<u>3,015,574</u>	<u>2,803,664</u>	<u>2,135,824</u>	<u>2,792,268</u>	<u>2,815,115</u>	<u>3,215,115</u>	<u>50.5%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>1,150,065</u>	<u>706,426</u>	<u>(6,134,034)</u>	<u>940,124</u>	<u>1,309,768</u>	<u>1,332,615</u>	<u>1,732,615</u>	<u>84.3%</u>

**Winnebago County**  
**Budget Detail - 2012**  
**Airport Fund**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2010 Adopted to 2011 Adopted
Back out depreciation	(971,176)	(890,045)	(928,425)	(720,315)	(1,293,195)	(1,293,195)	(1,293,195)	79.5%
<b>Levy for operations</b>	<b>178,889</b>	<b>(183,618)</b>	<b>(7,062,458)</b>	<b>219,809</b>	<b>16,573</b>	<b>39,420</b>	<b>439,420</b>	<b>99.9%</b>
Debt Services								
Debt Principal Payments	33,366	69,626	116,322	119,000	148,000	148,000	148,000	24.4%
Debt Interest Payments	8,902	17,377	6,229	58,000	45,000	45,000	45,000	-22.4%
Close to Debt	(33,366)	(69,626)	(116,322)	0	0	0	0	NA
<b>Levy for Debt</b>	<b>8,902</b>	<b>17,377</b>	<b>6,229</b>	<b>177,000</b>	<b>193,000</b>	<b>193,000</b>	<b>193,000</b>	<b>9.0%</b>
<b>Total levy for operations and debt</b>	<b>187,790</b>	<b>(166,242)</b>	<b>(7,056,229)</b>	<b>396,809</b>	<b>209,573</b>	<b>232,420</b>	<b>632,420</b>	<b>59.4%</b>
Fund balance applied for land purchase							(400,000)	
<b>Net Levy</b>					<b>209,573</b>	<b>232,420</b>	<b>232,420</b>	

# AIRPORT PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
AIRPORT							1,482,500	(1,482,500)	(1,195,700)	(1,720,100)	24.0	(30.5)
Administration	771	592,571	2,060	400,000	1,624,610	2,619,241		2,619,241	1,685,168	1,825,833	55.4	(7.7)
Field Maintenance	772	-	-	-	278,450	278,450		278,450	274,926	261,560	1.3	5.1
Maintenance Shop	773	-	-	-	39,562	39,562		39,562	41,132	42,550	(3.8)	(3.3)
Fire Station	774	-	-	-	30,390	30,390		30,390	33,800	40,150	(10.1)	(15.8)
Tower	775	-	-	-	31,452	31,452		31,452	30,802	31,710	2.1	(2.9)
Terminal Building	776	-	-	-	234,520	234,520		234,520	209,520	212,758	11.9	(1.5)
West Terminal Wing	777	-	-	-	27,300	27,300		27,300	31,300	33,300	(12.8)	(6.0)
Other Buildings	778	-	-	-	20,200	20,200		20,200	21,200	21,200	(4.7)	0.0
Unclassified	779	-	-	127,000	-	127,000		127,000	(15,024)	218,500	(945.3)	(106.9)
<b>Grand Totals</b>		<u>592,571</u>	<u>2,060</u>	<u>527,000</u>	<u>2,286,484</u>	<u>3,408,115</u>	<u>1,482,500</u>	1,925,615	1,117,124	967,461	72.4	15.5
Depreciation Expense								(1,293,195)	(720,315)	(870,366)		
Reserves applied								<u>(400,000)</u>	<u>(300,000)</u>	-	N/A	N/A
(Income)/Loss on cash flow basis								<u>232,420</u>	<u>96,809</u>	<u>97,095</u>	140.1	(0.3)

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

Department	Description	Quant	Special Equip (Note)	Other	Capital Outlay
Airport	Land	1		400,000	400,000
	Backup cooling system - Control Tower cab	1		90,000	90,000
	Lift truck	1		23,000	23,000
	Truck w/mounted air compressor	1		14,000	14,000
		4	-	527,000	527,000

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

# HIGHWAY DEPARTMENT

Department: 610-XXX Fund: Highway  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD: John M. Haese  
LOCATION: Winnebago County  
901 W. County Rd Y  
Oshkosh, WI 54901

TELEPHONE: 232-1750

## MISSION STATEMENT:

To provide safe, modern, efficient mode of transportation to the motoring public of Winnebago County, through cost effective maintenance, repair and construction of the current and future County Trunk Highway System.

## PROGRAM DESCRIPTION:

**COUNTY ROAD MAINTENANCE** Provides winter, routine and special road maintenance. Provide services including but not limited to snow plowing, salting/sanding, chip sealing, paving, drainage, mowing and various traffic control activities. Maintaining high standard road related services to insure safe, expedient travel along the County Trunk Highway System.

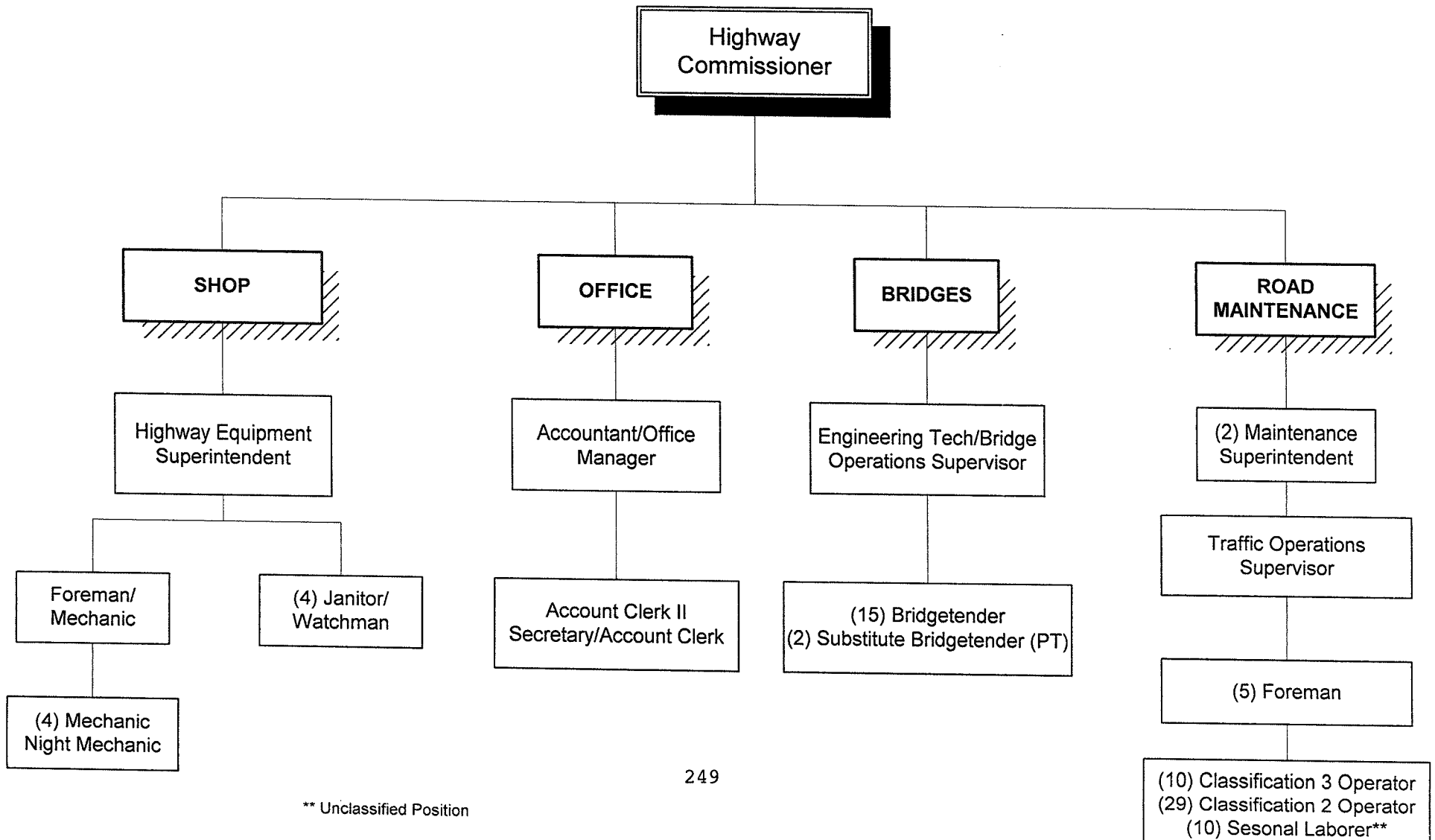
**STATE ROAD MAINTENANCE** Provides winter, routine, special road maintenance and assists with construction projects. Work with the Wisconsin Department of Transportation in maintaining the State Trunk Highway System. Activities include routine maintenance, winter maintenance, construction projects and emergency response to hazardous road conditions that may change rapidly at times.

**LOCAL ROAD MAINTENANCE** Provides winter, routine, special road maintenance and County Bridge Aid. Provides assistance in planning road improvements/maintenance. Provide routine and winter maintenance activities as required. Provide financial assistance for Bridge Aid projects.

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

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

# HIGHWAY



# HIGHWAY DEPARTMENT

Department: 610-XXX Fund: Highway  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD:  
LOCATION:

John M. Haese  
Winnebago County  
901 W. County Rd. Y  
Oshkosh, WI 54901

TELEPHONE: 232-1750

## 2011 ACCOMPLISHMENTS:

1. Completed design and right of way acquisition for the future construction of the CTH T project from CTH Y to CTH G in the Town of Vinland.
2. Continued the West Side Arterial Corridor study in order to identify a new west-side arterial near the City of Oshkosh.
3. Secured funding and completed the pavement rehabilitation of CTH F from Ginnow Road in the Town of Omro to CTH D in the Town of Poygan.
4. Secured funding and completed the pavement rehabilitation of CTH FF from STH 21 to CTH K in the Town of Omro.
5. Secured funding and completed the pavement rehabilitation of CTH MM from CTH M to Richter Lane in the Town of Winchester.
6. Completed the design phase of engineering related to the future replacement of the CTH K Bridge over the Fox River in Eureka.
7. Completed the design phase of the CTH I project from the intersection of CTH N, north to the City of Oshkosh.
8. Commenced design and construction of a Highway Department satellite facility to be constructed at USH 45 and CTH II.

## 2012 GOALS & OBJECTIVES:

1. Continue to upgrade the Winnebago County Highway System to the most current standards, using the latest methods, materials and technology available.
2. Continue to upgrade the current Winnebago County Comprehensive Transportation Plan in order to meet future transportation demands of the area.
3. Maintain the level of service that is currently being provided to the traveling public with existing available funds.

4. Secure funding and complete the pavement rehabilitation on CTH FF from STH 44 south to the northern boundary of Fond du Lac County.
5. Secure funding and complete the pavement rehabilitation on CTH M from STH 116 to CTH IL.
6. Secure funding and complete the pavement rehabilitation on CTH H from CTH AH to the eastern boundary of Waushara County.
7. Secure funding and complete the reconstruction of CTH T from CTH Y to CTH GG.
8. Secure funding and complete the reconstruction of CTH M from STH 44 to the northern boundary of Fond du Lac County.
9. Complete the design and right of way acquisition for the future construction of CTH A from Indian Point Road to the City of Neenah.
10. Complete reconstruction of the CTH K Bridge over the Fox River in Eureka.
11. Begin design process for replacement of bridge structure B-70-714 on CTH G in the City of Neenah.
12. Continue the West Side Arterial Study in order to determine the location of a future highway corridor in the Oshkosh area.



# HIGHWAY

## 2012 BUDGET NARRATIVE HIGHLIGHTS

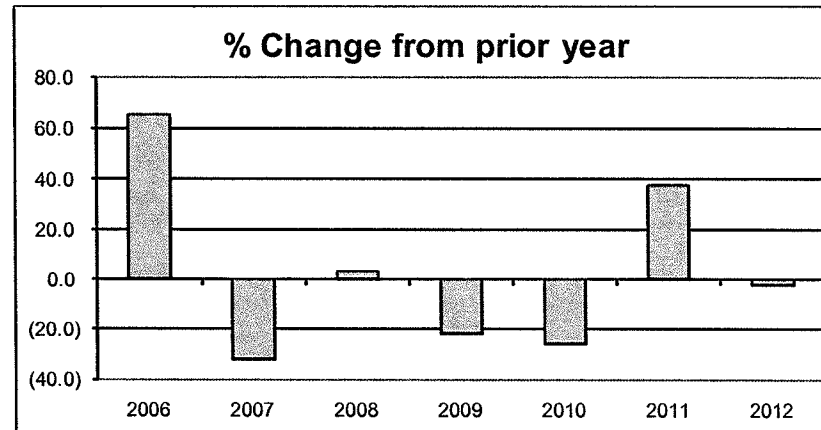
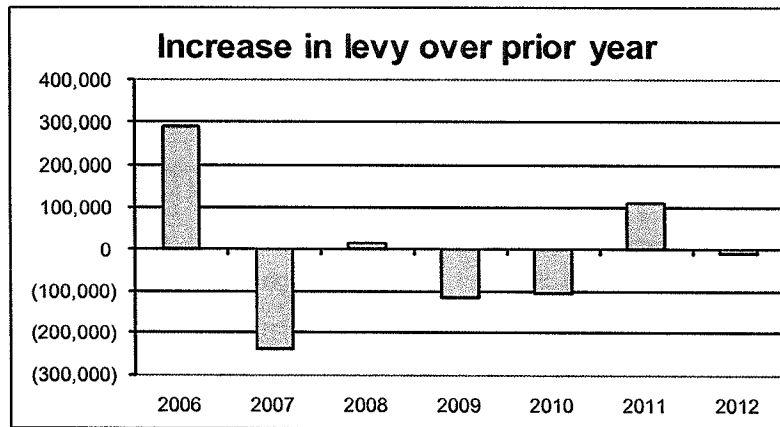
### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	83	83	83	83	78	78	78	78	78	78
Part Time	4	4	4	4	2	2	2	2	2	2
Total	87	87	87	87	80	80	80	80	80	80

There is no change to the table of organization for 2012.

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

The 2012 tax levy in the General Fund for County Road Maintenance is \$398,324, a decrease of \$9,520 or 2.3% under 2011.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Highway

Impact on the Operating Budget (Excludes Debt Service)

Account	Effect on Surplus Increase (Decrease)	Total	Description
<b>Significant changes from 2011</b>			
<b>2011 Budgeted Surplus (Deficit)</b>		\$ (216,578)	
<b>Significant changes to revenues:</b>			
Intergovernmental services revenue	(501,616)		Decreases in services to be provided to State and municipalities because they have less funding available for road projects.
Interfund services revenue	(57,760)		Large decrease is due to less work on municipal bridges and culverts.
<b>Significant changes to expenses:</b>			
Wages	85,804		There is a decrease in wages due to staff turnover. Long term employees leaving were paid at the top end of the pay scale. New employees enter a the lower end of the pay scale.
Fringe benefits	277,001		Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement.
Road maintenance materials	(115,320)		Increase in amount of material needed due to planned resurfacing projects planned for 2012; increase in cost of materials overall
Motor fuel	(111,062)		Increase in cost of motor fuel. Calculation based on past years gallons used. Usage is expected to be about the same.
Architectural & engineering	214,436		This expense is decreasing because...

Account	Effect on Surplus Increase (Decrease)	Total	Description
Machinery rental cost allocation	170,387		This is a reimbursement we are getting because...
Transfer out to County Road Maintenance	(47,770)		Larger transfer needed to county road maintenance to keep levy down.
Other small changes	20,679		This is a combination of increases and decreases in revenue and expense accounts.
<b>2012 Budgeted Surplus (Deficit)</b>		<b>\$ (281,799)</b>	

**Winnebago County**  
**Budget Detail - 2012**  
**Highway Fund**  
ALL

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Permit Fees	17,107	12,994	14,403	15,450	15,000	15,000	15,000	-2.9%
<b>Licenses &amp; Permits</b>	<b>17,107</b>	<b>12,994</b>	<b>14,403</b>	<b>15,450</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>-2.9%</b>
Highway Services	13,699	511	226	9,325	8,060	8,060	8,060	-13.6%
Forms, Copies, Etc.	17	11	15	45	45	45	45	0.0%
Rental Revenues	350	0	0	350	350	350	350	0.0%
<b>Public Services</b>	<b>14,066</b>	<b>522</b>	<b>242</b>	<b>9,720</b>	<b>8,455</b>	<b>8,455</b>	<b>8,455</b>	<b>-13.0%</b>
Hwy Maint-State	3,288,704	2,945,331	2,478,738	3,222,855	2,965,539	2,965,539	2,965,539	-8.0%
Hwy Maint-Municipal	2,155,255	2,419,327	1,975,985	2,520,676	2,315,433	2,315,433	2,315,433	-8.1%
Hwy Non-Road Related Revenues	278,205	243,606	240,348	268,919	230,827	230,827	230,827	-14.2%
Hwy-Health Agency Revenues	5,631	7,999	2,012	15,645	12,850	12,850	12,850	-17.9%
Hwy-Culture, Rec & Ed Revenues	6,842	6,092	2,933	2,930	4,760	4,760	4,760	62.5%
Hwy-Conservation & Dev Revenue	1,478	889	463	1,050	1,050	1,050	1,050	0.0%
<b>Intergovernmental Services</b>	<b>5,736,115</b>	<b>5,623,245</b>	<b>4,700,478</b>	<b>6,032,075</b>	<b>5,530,459</b>	<b>5,530,459</b>	<b>5,530,459</b>	<b>-8.3%</b>
Hwy Maint. - Municipal	25,095	10,206	41,930	176,118	40,100	40,100	40,100	-77.2%
Highway Services	5,132,184	5,228,392	6,091,149	5,992,890	6,071,148	6,071,148	6,071,148	1.3%
<b>Interfund Revenues</b>	<b>5,157,279</b>	<b>5,238,598</b>	<b>6,133,079</b>	<b>6,169,008</b>	<b>6,111,248</b>	<b>6,111,248</b>	<b>6,111,248</b>	<b>-0.9%</b>
Interest-Investments	74,810	53,253	18,431	35,000	25,000	25,000	25,000	-28.6%
<b>Interest on Investments</b>	<b>74,810</b>	<b>53,253</b>	<b>18,431</b>	<b>35,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>-28.6%</b>
Sale of Scrap	27,949	10,676	23,271	6,600	8,700	8,700	8,700	31.8%
Other Miscellaneous Revenues	72,903	34,794	27,695	31,800	32,000	32,000	32,000	0.6%
<b>Miscellaneous Revenues</b>	<b>100,852</b>	<b>45,470</b>	<b>50,966</b>	<b>38,400</b>	<b>40,700</b>	<b>40,700</b>	<b>40,700</b>	<b>6.0%</b>
Capital Contributions	79,719	(3,671)	0	0	0	0	0	NA
<b>Other Financing Sources</b>	<b>79,719</b>	<b>(3,671)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
<b>TOTAL REVENUES</b>	<b>11,179,949</b>	<b>10,970,411</b>	<b>10,917,598</b>	<b>12,299,653</b>	<b>11,730,862</b>	<b>11,730,862</b>	<b>11,730,862</b>	<b>-4.6%</b>
Regular Pay	3,001,011	3,112,913	3,191,386	3,384,300	3,298,496	3,298,496	3,298,496	-2.5%
Overtime	451,965	336,802	230,059	277,000	255,000	255,000	255,000	-7.9%
Regular Pay	31,524	13,366	8,561	15,000	0	0	0	0.0%

**Winnebago County  
Budget Detail - 2012  
Highway Fund  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Wages</b>	<b>3,484,501</b>	<b>3,463,081</b>	<b>3,430,006</b>	<b>3,676,300</b>	<b>3,553,496</b>	<b>3,553,496</b>	<b>3,553,496</b>	<b>-3.3%</b>
Fringe Benefits	1,795,201	1,852,312	1,858,996	1,858,419	1,581,418	1,581,418	1,581,418	-14.9%
<b>Fringes</b>	<b>1,795,201</b>	<b>1,852,312</b>	<b>1,858,996</b>	<b>1,858,419</b>	<b>1,581,418</b>	<b>1,581,418</b>	<b>1,581,418</b>	<b>-14.9%</b>
<b>Total Labor Costs</b>	<b>5,279,702</b>	<b>5,315,393</b>	<b>5,289,003</b>	<b>5,534,719</b>	<b>5,134,914</b>	<b>5,134,914</b>	<b>5,134,914</b>	<b>-7.2%</b>
Registration & Tuition	1,811	5,157	1,989	4,130	3,130	3,130	3,130	-24.2%
Automobile Allowance	1,076	790	529	675	695	695	695	3.0%
Commercial Travel	347	0	0	0	0	0	0	NA
Meals	1,402	786	723	1,155	1,005	1,005	1,005	-13.0%
Lodging	2,250	1,347	1,722	3,190	3,230	3,230	3,230	1.3%
Other Travel Exp	126	5	1	120	120	120	120	0.0%
Taxable Meals	38	133	175	125	225	225	225	80.0%
<b>Travel</b>	<b>7,049</b>	<b>8,218</b>	<b>5,139</b>	<b>9,395</b>	<b>8,405</b>	<b>8,405</b>	<b>8,405</b>	<b>-10.5%</b>
Office Expenses								
Office Supplies	1,992	1,722	2,238	2,015	2,055	2,055	2,055	2.0%
Printing Supplies	634	554	471	500	500	500	500	0.0%
Print & Duplicate	285	698	144	450	450	450	450	0.0%
Postage and Box Rent	598	623	490	500	670	670	670	34.0%
Computer Software	2,932	0	0	0	0	0	0	NA
Advertising	1,874	0	186	250	250	250	250	0.0%
Subscriptions	576	708	372	600	600	600	600	0.0%
Membership Dues	120	120	120	120	120	120	120	0.0%
Operating Expenses								
Telephone	13,803	13,060	14,941	15,480	15,530	15,530	15,530	0.3%
Household Supplies	325	670	791	600	600	600	600	0.0%
Clothing & Uniforms	0	0	0	0	100	100	100	NA
Food	575	0	653	0	0	0	0	NA
Small Equipment	14,430	23,133	12,725	26,720	30,635	30,635	30,635	14.7%
Shop Supplies	37,848	40,171	32,057	42,000	43,200	43,200	43,200	2.9%
Medical Supplies	428	359	318	500	500	500	500	0.0%
Other Operating Supplies	2,970	2,888	1,853	1,700	2,400	2,400	2,400	41.2%
Safety Supplies	2,004	3,824	2,479	3,500	3,500	3,500	3,500	0.0%
Repairs & Maintenance								

**Winnebago County**  
**Budget Detail - 2012**  
**Highway Fund**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Road Maintenance Materials	2,019,317	2,921,301	3,254,024	3,051,250	3,166,570	3,166,570	3,166,570	3.8%
Maintenance - Grounds	0	322	10,158	0	0	0	0	NA
Consumable Tools	8,734	11,247	14,744	8,000	8,200	8,200	8,200	2.5%
Construction Supplies								
Sodium Chloride	169,606	165,671	93,712	183,500	180,450	180,450	180,450	-1.7%
Calcium Chloride	0	3	0	50	100	100	100	100.0%
Small Hardware	3,497	4,875	5,544	2,750	2,800	2,800	2,800	1.8%
Maintenance Supplies								
Other Elect. Products	4,939	1,343	(720)	0	0	0	0	NA
Other Plumbing Prod.	0	2	0	0	0	0	0	NA
Other Building Materials	15,137	16,334	34,629	14,205	14,500	14,500	14,500	2.1%
Motor Fuel	898,968	404,563	450,662	708,485	819,547	819,547	819,547	15.7%
Lubricants	24,553	30,437	33,144	28,670	30,000	30,000	30,000	4.6%
Machine & Equip Parts	419,131	361,093	358,198	337,200	349,100	349,100	349,100	3.5%
Tires & Batteries	65,181	59,310	60,241	52,500	56,000	56,000	56,000	6.7%
Utilities								
Heat	37,821	25,277	10,883	36,800	31,500	31,500	31,500	-14.4%
Power and Light	95,033	71,918	74,816	94,550	90,050	90,050	90,050	-4.8%
Water and Sewer	18,067	26,462	25,551	19,625	24,110	24,110	24,110	22.9%
Refuse Collection	0	158	0	0	0	0	0	NA
Contractual Services								
Medical and Dental	4,180	5,059	4,381	5,650	5,700	5,700	5,700	0.9%
Pest Extermination	442	466	466	600	600	600	600	0.0%
Other Repair & Maint.-Streets	139,183	197,882	169,090	256,700	215,000	215,000	215,000	-16.2%
Equipment Repairs	31,892	40,060	22,802	61,550	58,000	58,000	58,000	-5.8%
Grounds Maintenance	364	2,576	0	200	200	200	200	0.0%
Building Repairs	32,771	11,887	27,224	23,400	23,300	23,300	23,300	-0.4%
Professional Service	0	0	800	0	0	0	0	NA
Architect & Engineer	5,214	9,761	0	214,436	0	0	0	0.0%
Administration Fee	0	0	73	0	0	0	0	NA
Rental Expenses								
Equipment Rental	38,923	34,465	49,949	46,800	47,520	47,520	47,520	1.5%
Insurance								
Operating Licenses & Fees	548	739	1,414	815	940	940	940	15.3%
Depreciation & Amortization								
Depreciation Expense	992,651	1,014,418	1,034,009	1,046,473	1,060,281	1,060,281	1,060,281	1.3%
Other Sundry & Fixed Charges								

**Winnebago County**  
**Budget Detail - 2012**  
**Highway Fund**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Miscellaneous	257	18	0	0	0	0	0	NA
Cost Allocations								
Shop Services	0	0	0	0	100	100	100	NA
Fuel Handling	0	0	0	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	3,225	3,094	4,325	2,950	3,010	3,010	3,010	2.0%
Postage and Box Rent	1,511	1,596	1,590	2,300	2,000	2,000	2,000	-13.0%
Heat	9,580	16,096	13,130	15,000	15,000	15,000	15,000	0.0%
Refuse Collection	10,182	11,435	13,673	15,220	16,430	16,430	16,430	8.0%
Medical and Dental	0	0	0	0	100	100	100	NA
Repair & Maint. - Streets	8,421	0	0	0	0	0	0	NA
Equipment Repairs	660	726	627	763	763	763	763	0.0%
Grounds Maintenance	0	8,155	13,150	16,308	13,000	13,000	13,000	-20.3%
Prop. & Liab. Insurance	118,344	127,019	136,212	152,976	168,431	168,431	168,431	10.1%
Other Uses of Funds								
Close to Assets & Lia	(3,455)	(188)	(16,412)	(62,870)	(51,750)	(51,750)	(51,750)	-17.7%
Other Operating Transfers								
Other Transfers Out	200,000	200,000	356,958	524,363	572,133	572,133	572,133	9.1%
Other Operating Expenses	5,473,808	5,891,121	6,345,481	6,972,117	7,039,729	7,039,729	7,039,729	1.0%
<b>TOTAL EXPENSES</b>	<b>10,760,560</b>	<b>11,214,732</b>	<b>11,639,623</b>	<b>12,516,231</b>	<b>12,183,048</b>	<b>12,183,048</b>	<b>12,183,048</b>	<b>-2.7%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>419,389</b>	<b>(244,322)</b>	<b>(722,024)</b>	<b>(216,578)</b>	<b>(452,186)</b>	<b>(452,186)</b>	<b>(452,186)</b>	<b>108.8%</b>
<b>Additional cash disbursements that do not appear on the income statements</b>								
Other Equipment	777,172	903,522	982,087	1,085,500	1,028,500	1,028,500	1,028,500	-5.3%
Capital	777,172	903,522	982,087	1,085,500	1,028,500	1,028,500	1,028,500	-5.3%
Debt Principal Payments	14,562	17,212	19,198	22,334	26,548	26,548	26,548	18.9%
Debt Services	14,562	17,212	19,198	22,334	26,548	26,548	26,548	18.9%

# **HIGHWAY PROGRAM BUDGETS**

								TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
HIGHWAY:												
Highway Administration	401	-	-	-	572,133	572,133	56,850	515,283	457,513	278,608	12.6	64.2
Highway Supervision	402	127,000	750	-	122,690	250,440	250,440	-	-	(767)	#DIV/0!	N/A
Highway Radio	403	-	-	-	9,400	9,400	3,100	6,300	6,585	6,775	(4.3)	(2.8)
Highway Insurance	404	-	-	-	40,448	40,448	23,200	17,248	17,486	14,010	(1.4)	24.8
Highway Administration	411	198,000	2,325	-	172,903	373,228	496,333	(123,105)	(150,437)	(179,841)	(18.2)	(16.3)
Equipment Operations	412	232,800	-	-	(210,867)	21,933	-	21,933	970,812	(243,936)	(97.7)	(498.0)
Shop Operations	413	148,000	650	-	(141,150)	7,500	7,500	-	-	(1,071)	#DIV/0!	N/A
Salt Sheds	414	3,000	-	-	(3,000)	-	-	-	-	(5)	#DIV/0!	N/A
Equipment Acquisitions	415	8,000	-	1,028,500	(8,000)	1,028,500	-	1,028,500	-	1,119,916	#DIV/0!	(100.0)
Employee Benefits	416	2,015,918	-	-	(2,001,391)	14,527	-	14,527	851	(7,303)	1607.1	(111.7)
Buildings & Grounds	417	11,200	-	-	(11,200)	-	-	-	-	(30)	#DIV/0!	N/A
Fuel Handling	418	1,000	-	-	(1,000)	-	-	-	-	(6)	#DIV/0!	(100.0)
Field Small Tools	419	3,500	-	-	(3,500)	-	-	-	-	(24)	#DIV/0!	N/A
COUNTY:												
Snow & Ice	421	190,000	-	-	498,170	688,170	688,170	-	-	(817)	#DIV/0!	N/A
Routine Maintenance	422	592,610	3,175	-	1,353,498	1,949,283	1,949,283	-	-	(3,930)	#DIV/0!	(100.0)
On System Bridge	424	5,500	720	-	17,285	23,505	23,505	-	-	(127)	#DIV/0!	N/A
Construction	426	180,000	-	-	2,241,550	2,421,550	2,421,550	-	-	(1,657)	#DIV/0!	N/A
Related Facilities County	484	88,000	-	-	471,760	559,760	559,760	-	-	(423)	#DIV/0!	N/A
STATE:												
Snow & Ice	431	222,586	-	-	688,960	911,546	911,546	-	-	(755)	#DIV/0!	N/A
Routine Maintenance	432	230,000	785	-	582,140	812,925	812,925	-	-	(1,227)	#DIV/0!	N/A
Special Maintenance	433	82,000	-	-	268,910	350,910	350,910	-	-	(798)	#DIV/0!	N/A
On System Bridge	434	403,500	-	-	302,948	706,448	706,448	-	(732)	(2,717)	(100.0)	N/A
Construction	438	27,000	-	-	56,470	83,470	83,470	-	-	(98)	#DIV/0!	N/A



# **HIGHWAY PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
Other - State	439	-	-	-	111,292	111,292	111,292	-	-	-	N/A	N/A
Related Facilities	482	1,800	-	-	16,450	18,250	18,250	-	-	(19)	#DIV/0!	N/A
<b>LOCAL MUNICIPALITIES:</b>												
Snow & Ice	441	53,500	-	-	331,500	385,000	385,000	-	-	-	N/A	N/A
Routine Maintenance	442	295,000	-	-	1,488,440	1,783,440	1,783,440	-	-	(1,679)	#DIV/0!	N/A
Road Construction	446	14,000	-	-	66,200	80,200	80,200	-	-	(76)	#DIV/0!	N/A
Non-Governmental	470	1,000	-	-	6,690	7,690	7,690	-	-	(9)	#DIV/0!	N/A
<b>Grand Totals</b>		<u>5,134,914</u>	<u>8,405</u>	<u>1,028,500</u>	<u>7,039,729</u>	<u>13,211,548</u>	<u>11,730,862</u>	1,480,686	1,302,078	971,994	13.7	34.0
Depreciation Expense								<u>1,060,281</u>	<u>1,046,473</u>	<u>1,100,649</u>	1.3	(4.9)
(Income)/Loss on cash flow basis								<u>420,405</u>	<u>255,605</u>	<u>(128,655)</u>		
								loss	loss	Income		

Notice in the "Annual Percent Increases" column that they almost all show 100% decreases. That is because we started to allocate the income to each cost center. All costs of the department are charged out as part of the fees for services to recover costs. Because this is a proprietary activity, the fund must earn revenues to offset all expenses if it is to remain off the tax levy.

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

Department	Description	Quant	Special Equip (Note)	Other	Capital Outlay
Highway	Platform auger truck	1		195,000	195,000
	Tri-axle truck w/winter equipment - fleet replacement	1		280,000	280,000
	Tri-axle truck w/underbody plow	1		230,000	230,000
	Cube van	1		78,000	78,000
	Pickup trucks - 4 wheel drive	2		64,000	64,000
	Brush chipper - fleet replacement	1		79,000	79,000
	Truck - one ton	1		46,500	46,500
	Pickup truck - club cab	1		56,000	56,000
		9	-	1,028,500	1,028,500

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

## SIGNIFICANT CHANGES FROM 2011 ADOPTED - County Road Maintenance

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 407,844	
<b>Revenue Changes - impact on levy:</b>		
Transportation aids	345,598	Reduction in State Transportation Aides per Wisconsin Act 10 (budget repair bill) and State biennial 2012-14 budget.
Other State Highway grants	(150,000)	We normally apply this grant to road repair and reconstruction projects. However because of the transportation aides cutback, we are forced to use these funds here instead. We will have to borrow for road projects to make up for this.
Other transfers in from Highway Fund	(72,770)	We will have to transfer this amount in from the Highway Fund to help support road maintenance and projects to make up for the Transportation Aides reduction.
<b>Expense Changes - impact on levy:</b>		
Operating grants for culverts and bridges	(131,593)	The expense is expected to drop to a more normal level in 2012. The year 2011 saw many projects that required County funding.
Other small changes	(755)	This is a combination of increases and decreases in revenue and expense accounts.
<b>Tax Levy 2012</b>	\$ 398,324	

**Winnebago County**  
**Budget Detail - 2012**  
**County Road Maintenance**  
100 - 040

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Transportation Aids	2,447,941	2,398,983	2,351,003	2,303,983	1,958,385	1,958,385	1,958,385	-15.0%
Other State Highway Grants	8,206	56,422	3,932	0	150,000	150,000	150,000	NA
<b>Intergovernmental</b>	<b>2,456,147</b>	<b>2,455,404</b>	<b>2,354,935</b>	<b>2,303,983</b>	<b>2,108,385</b>	<b>2,108,385</b>	<b>2,108,385</b>	<b>-8.5%</b>
Cost Share - Municipalities	0	22,431	0	0	0	0	0	NA
<b>Intergovernmental Services</b>	<b>0</b>	<b>22,431</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Material Sales	8,565	29,546	14,686	38,000	38,000	38,000	38,000	0.0%
<b>Interfund Revenues</b>	<b>8,565</b>	<b>29,546</b>	<b>14,686</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>0.0%</b>
Insurance Recoveries	12,018	16,875	10,620	7,200	7,400	7,400	7,400	2.8%
Other Miscellaneous Revenues	0	0	457	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>12,018</b>	<b>16,875</b>	<b>11,077</b>	<b>7,200</b>	<b>7,400</b>	<b>7,400</b>	<b>7,400</b>	<b>2.8%</b>
Other Transfers In	200,000	200,000	356,958	499,363	572,133	572,133	572,133	14.6%
<b>Other Operating Transfers</b>	<b>200,000</b>	<b>200,000</b>	<b>356,958</b>	<b>499,363</b>	<b>572,133</b>	<b>572,133</b>	<b>572,133</b>	<b>14.6%</b>
<b>TOTAL REVENUES</b>	<b>2,676,730</b>	<b>2,724,256</b>	<b>2,737,657</b>	<b>2,848,546</b>	<b>2,725,918</b>	<b>2,725,918</b>	<b>2,725,918</b>	<b>-4.3%</b>
Contractual Services								
Professional Service	9,463	0	0	0	0	0	0	NA
Architect & Engineer	36,072	9,259	1,380	0	0	0	0	NA
Other Sundry & Fixed Charges								
Operating Grants	31,525	91,939	43,766	176,118	40,100	44,525	44,525	-74.7%
Interfund Expenses								
Snow Removal	1,073,047	681,220	526,094	550,000	550,000	550,000	550,000	0.0%
Repair & Maint. - Streets	2,093,741	1,967,012	2,274,223	2,322,069	2,322,069	2,322,069	2,322,069	0.0%
Prop. & Liab. Insurance	8,064	7,491	8,076	8,201	7,648	7,648	7,648	-6.7%
Other Operating Transfers								
Other Transfers Out	356,000	330,619	100,000	200,002	200,000	200,000	200,000	0.0%
<b>Other Operating Expenses</b>	<b>3,607,911</b>	<b>3,087,541</b>	<b>2,953,538</b>	<b>3,256,390</b>	<b>3,119,817</b>	<b>3,124,242</b>	<b>3,124,242</b>	<b>-4.1%</b>
<b>TOTAL EXPENSES</b>	<b>3,607,911</b>	<b>3,087,541</b>	<b>2,953,538</b>	<b>3,256,390</b>	<b>3,119,817</b>	<b>3,124,242</b>	<b>3,124,242</b>	<b>-4.1%</b>

**Winnebago County  
Budget Detail - 2012  
County Road Maintenance**  
100 - 040

<u>Description</u>	<u>2008 ACTUAL</u>	<u>2009 ACTUAL</u>	<u>2010 ACTUAL</u>	<u>2011 ADOPTED BUDGET</u>	<u>2012 REQUEST BUDGET</u>	<u>2012 EXECUTIVE BUDGET</u>	<u>2012 ADOPTED BUDGET</u>	<u>% Change From 2011 Adopted to 2012 Adopted</u>
LEVY BEFORE ADJUSTMENTS	<u>931,180</u>	<u>363,285</u>	<u>215,882</u>	<u>407,844</u>	<u>393,899</u>	<u>398,324</u>	<u>398,324</u>	<u>-2.3%</u>

# UNDERGROUND STORAGE TANKS

## 2012 BUDGET NARRATIVE HIGHLIGHTS

**DESCRIPTION:** This section is used to account for revenues and costs the County incurs to clean up underground storage tanks and related ground contamination.

**COUNTY LEVY:** There is no tax levy in 2012. The reserves in this area are no longer needed as all of the County's underground tanks have been replaced. Most of the remaining funds have already been transferred out.

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

**Winnebago County**  
**Budget Detail - 2012**  
**Storage Tanks**  
100 - 042

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>TOTAL REVENUES</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Registration & Tuition	<u>0</u>	<u>0</u>	<u>400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Travel	<u>0</u>	<u>0</u>	<u>400</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>NA</u>
Contractual Services								
Equipment Repairs	<u>375</u>	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0.0%</u>
Other Operating Expenses	<u>375</u>	<u>0</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0.0%</u>
<b>TOTAL EXPENSES</b>	<u>375</u>	<u>0</u>	<u>400</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0.0%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>375</u>	<u>0</u>	<u>400</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>0.0%</u>
Fund Adjustments				<u>(3,000)</u>	<u>(3,000)</u>	<u>(3,000)</u>	<u>(3,000)</u>	
<b>Net Levy</b>				<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

## SUMMARY BY DIVISION

	<u>Expenses</u>	<u>Revenues</u>	<u>Adjustments</u>	<u>Levy</u>
<b>EDUCATION, CULTURE, &amp; RECREATION</b>				
UW-Fox Valley	\$ 304,024	\$ 152,012	\$ -	\$ 152,012
University Extension	526,473	39,600	-	486,873
Parks	1,521,112	296,365	-	1,224,747
Boat Launch	167,450	151,000	(16,450)	-
	<u>\$ 2,519,059</u>	<u>\$ 638,977</u>	<u>\$ (16,450)</u>	<u>\$ 1,863,632</u>



# **UW - FOX VALLEY**

**Department: 1062 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Andrew Keogh  
**LOCATION:** 1478 Midway Road  
Menasha, WI 54952

**TELEPHONE:** 832-2610

## **MISSION STATEMENT:**

The University of Wisconsin-Fox Valley delivers accessible and high quality university education providing liberal arts and pre-professional instruction that engages students in baccalaureate and professional programs. The learning environment allows our students to seek and discover their potential for leadership, service, and responsible citizenship and encourages life-long learning. UW Fox Valley serves our community through civic engagement by providing access to information, knowledge and cultural enrichment opportunities. The University of Wisconsin-Fox Valley will be an innovative and responsive educational leader, providing superior education to undergraduate students and improving the quality of life and work in the region.

## **PROGRAM DESCRIPTION:**

Through an agreement made in 1959 with the State of Wisconsin, Winnebago County and Outagamie County jointly own the buildings and grounds of the campus of the University of Wisconsin-Fox Valley. County funding provides for the maintenance and improvement of these campus facilities. The University of Wisconsin, with state, federal and program funds, provide the campus budget for salaries and program expenses, totaling \$8 million for the 2010-2011 fiscal year, with an economic impact on the local economy of \$20 million. Additionally, UWFox students received \$4 million in scholarships, grants, loans, and work-study earnings in 2010-11, adding further to the economic impact in the Fox Valley. The campus web site is <http://www.uwfoxvalley.uwc.edu>.

The University of Wisconsin-Fox Valley commits itself to the following goals:

- (a) To plan and deliver the freshman-sophomore years of baccalaureate programs and professional studies.
- (b) To place major emphasis on teaching excellence.
- (c) To support the development, testing, and use of effective teaching methods.
- (d) To assess the learning outcomes of our students.
- (e) To foster the development and provide collaborative bachelor's degree programs in high-demand areas for adult learners, including Organizational Administration, Leadership Development, Mechanical Engineering, Electrical Engineering, and American Studies.
- (f) To provide in collaboration with UW Oshkosh an accelerated path for teacher certification and licensure.
- (g) To expect scholarly activity including research, scholarship and creative endeavor, that supports its programs at the associate degree level.
- (h) To serve the citizens in the UW-Fox Valley service area by (1) promoting the integration of the extension function and encouraging faculty

and staff to participate in outreach activity through, for example, providing continuing educational programs, (2) facilitating the delivery of programs offered by other University of Wisconsin System institutions.

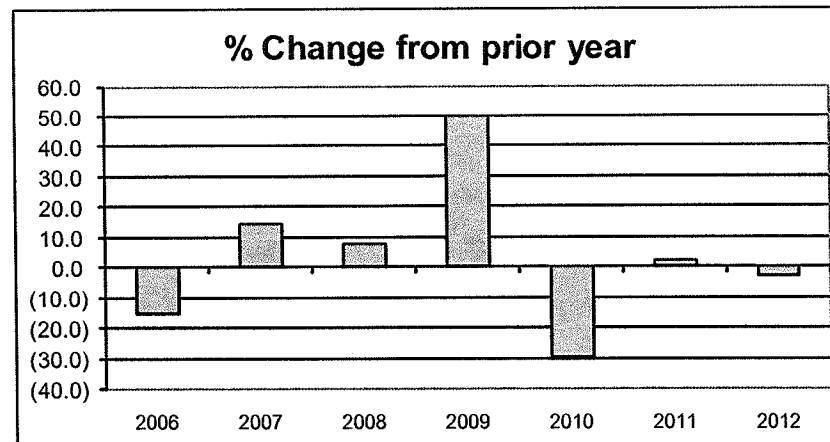
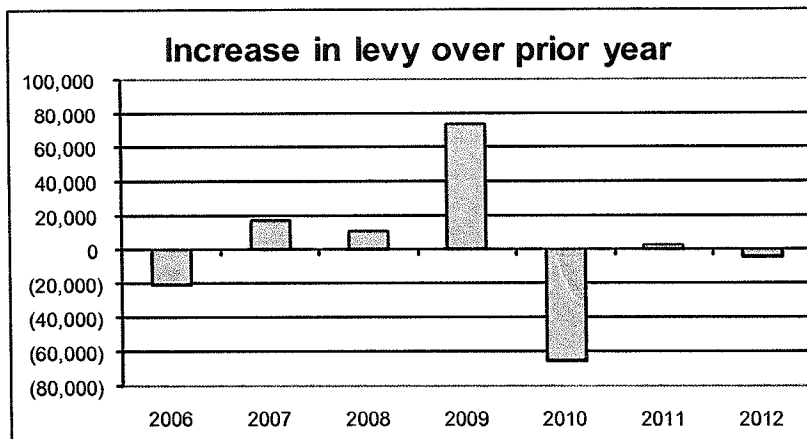
- (i) To participate in inter-institutional relationships including but not limited to private colleges, public schools, other University of Wisconsin institutions, the College of the Menominee Nation, and the WTC System in order to maximize educational opportunity and resources for the citizens of the area.
- (j) To serve the special needs of minority, disadvantaged, disabled and nontraditional students, especially those in immediate service areas.
- (k) To provide opportunities for cultural enrichment.
- (l) To make available, as a service to business, industry and the general public, the unique professional expertise of the faculty and staff.

# UW - FOX VALLEY

## 2012 BUDGET NARRATIVE HIGHLIGHTS

**DEPARTMENT STAFFING:** There is no County staff assigned to this facility.

**COUNTY LEVY:** The tax levy for 2012 is \$ 152,012, a decrease of \$4,888 or 3.1% under 2011.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - UW - Fox Valley

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 156,900	
<b>Revenue Changes - impact on levy:</b>		
Cost Sharing allocations	4,888	This revenue comes from Outagamie County. They split the building and grounds costs of UW Fox Valley with us on a 50-50 basis. Expenses are down for 2012 so the cost sharing revenue will also be down.
Capital	(43,760)	Less capital requests for 2012. However more building maintenance projects will replace this.
Maintenance - Building	33,878	Increase reflects shift from projects defined as "capital" to a greater number of less expensive projects
Other small changes	106	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 152,012	

**Winnebago County**  
**Budget Detail - 2012**  
**UW - Fox Valley**  
100 - 062

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Donations	64,613	0	0	0	0	0	0	NA
<b>Public Services</b>	<b>64,613</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Other Miscellaneous Revenues	838	111	0	0	0	0	0	NA
Cost Sharing Allocations	556,383	102,281	95,147	156,900	152,012	152,012	152,012	-3.1%
<b>Miscellaneous Revenues</b>	<b>557,221</b>	<b>102,392</b>	<b>95,147</b>	<b>156,900</b>	<b>152,012</b>	<b>152,012</b>	<b>152,012</b>	<b>-3.1%</b>
<b>TOTAL REVENUES</b>	<b>621,834</b>	<b>102,392</b>	<b>95,147</b>	<b>156,900</b>	<b>152,012</b>	<b>152,012</b>	<b>152,012</b>	<b>-3.1%</b>
Land	111,053	0	0	0	0	0	0	NA
Buildings	777,761	0	0	0	0	0	0	NA
Other Improvements	109,231	0	189,908	43,000	48,240	48,240	48,240	12.2%
Fixed Equipment	0	27,198	8,230	0	0	0	0	NA
Other Equipment	0	0	0	49,000	0	0	0	0.0%
<b>Capital</b>	<b>998,046</b>	<b>27,198</b>	<b>198,138</b>	<b>92,000</b>	<b>48,240</b>	<b>48,240</b>	<b>48,240</b>	<b>-47.6%</b>
Office Expenses								
Publish Legal Notices	0	130	0	0	0	0	0	NA
Operating Expenses								
Agricultural Supplies	423	998	811	1,200	1,200	1,200	1,200	0.0%
Small Equipment	1,177	2,200	5,808	1,000	1,000	1,000	1,000	0.0%
Repairs & Maintenance								
Maintenance - Buildings	15,580	45,735	9,959	65,182	99,060	99,060	99,060	52.0%
Maintenance - Equipment	30,309	39,318	35,241	35,000	37,000	37,000	37,000	5.7%
Contractual Services								
Pest Extermination	612	612	612	672	672	672	672	0.0%
Snow Removal	40,558	24,065	21,658	20,390	22,000	22,000	22,000	7.9%
Equipment Repairs	32,664	24,753	21,706	24,600	24,600	24,600	24,600	0.0%
Grounds Maintenance	14,381	20,518	6,894	18,000	18,000	18,000	18,000	0.0%
Building Repairs	37,888	25,188	22,733	30,000	30,000	30,000	30,000	0.0%
Professional Service	750	0	0	0	0	0	0	NA
Architect & Engineer	4,000	0	0	0	0	0	0	NA
Rental Expenses								
Equipment Rental	117	0	355	150	150	150	150	0.0%
Interfund Expenses								

**Winnebago County**  
**Budget Detail - 2012**  
**UW - Fox Valley**  
100 - 062

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Prop. & Liab. Insurance	18,912	19,747	21,564	25,606	22,102	22,102	22,102	-13.7%
Other Operating Expenses	197,370	203,265	147,341	221,800	255,784	255,784	255,784	15.3%
<b>TOTAL EXPENSES</b>	<b>1,195,415</b>	<b>230,463</b>	<b>345,479</b>	<b>313,800</b>	<b>304,024</b>	<b>304,024</b>	<b>304,024</b>	<b>-3.1%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>573,581</b>	<b>128,071</b>	<b>250,332</b>	<b>156,900</b>	<b>152,012</b>	<b>152,012</b>	<b>152,012</b>	<b>-3.1%</b>

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

<u>Department</u>	<u>Description</u>	<u>Quant</u>	<u>Special Equip (Note)</u>	<u>Other</u>	<u>Capital Outlay</u>
UW-Fox Valley	Electronic access system - Science wing	1	-	48,240	48,240

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

# **UW - EXTENSION**

**Department: 100-064 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Christine Kniep  
**LOCATION:** Winnebago County  
625 E. County Road Y Suite 600  
Oshkosh, WI 54901-9774

**TELEPHONE: 232-1980**

## **MISSION STATEMENT:**

To provide Winnebago County residents with access to university resources and opportunities to engage in lifelong learning, wherever they live and work. Programs support the community, youth, families and agriculture. To ensure educational programs meet local needs, staff seek input from residents and community leaders throughout Winnebago County.

## **PROGRAM DESCRIPTION:**

**COMMUNITY, NATURAL RESOURCE and ECONOMIC DEVELOPMENT** Programs strengthen the ability of citizens, businesses, community leaders and local officials to identify and solve critical community needs and issues. Focus is placed on local government, community development, natural resource management and business and economic development. The **Natural Resources Program** for the Fox-Wolf River Basin is housed in Winnebago County and focuses on building partnerships to address basin-wide natural resources issues.

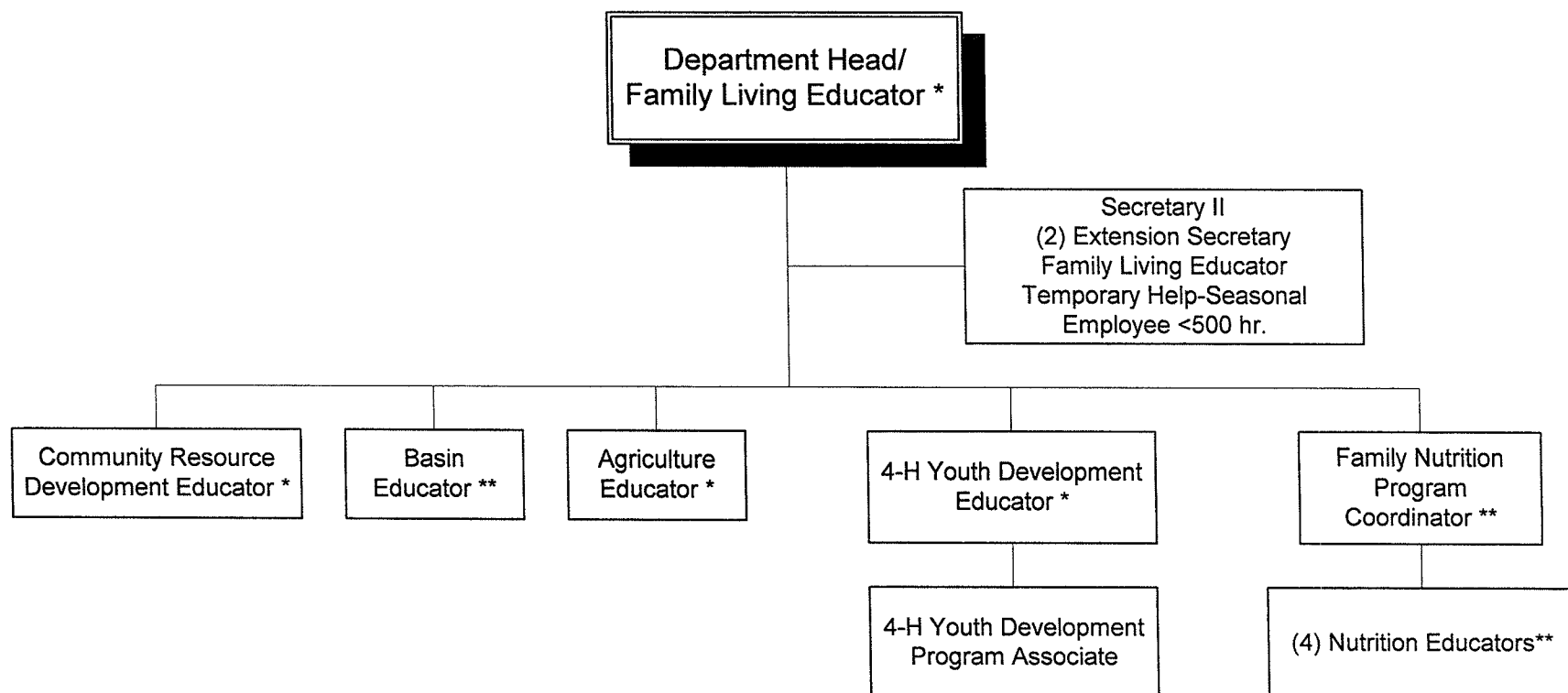
**4-H YOUTH DEVELOPMENT** Wisconsin's 4-H mission "UW-Extension 4-H Youth Development integrates research, education and community based partnerships enabling youth to learn and practice skills to be productive citizens." Focus on positive youth development brings a diverse and changing population of youth, adults and families together to learn, share and grow in supportive neighborhood groups, 4-H clubs, school enrichment programs, county collaborations and educational activities.

**FAMILY LIVING EDUCATION** Programs provide education promoting family strengths and help communities become positive environments for family life. Programs respond to issues identified by county needs assessments to help families and individuals make decisions about family relations/parenting, money management/maximizing resources, food safety and quality, housing, environmental resources and strengthening community/family partnerships. Programs and collaborative efforts with agencies focus on building community capacity to deal with family issues and concerns. The **Family Nutrition Program** targets food stamp eligible families with nutrition and food safety information.



**AGRICULTURE, HORTICULTURE and NATURAL RESOURCES** Agriculture programs are designed to provide farm operators with the latest information to empower them to improve crop and animal production practices, financial management, environmental protection, and marketing. On-farm research and demonstration is emphasized. Horticulture programs provide an education foundation for the use, production and maintenance of horticulture in an environmentally responsible manner. Programs focus on developing the knowledge and skills of Master Gardener Volunteers in order to empower them to respond to home horticulture inquiries. Through the community gardens initiative, leadership and support is provided to garden sites so that people may be able to raise food for their families.

# U.W. EXTENSION SERVICES



\* UW Position with County Supplement  
 \*\* State or Grant funded position  
 (Rest of positions are fully county funded)

# **UW - EXTENSION**

**Department: 100-064 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Christine Kniep  
**LOCATION:** Winnebago County  
625 E. County Road Y Suite 600  
Oshkosh, WI 54901

**TELEPHONE:** 232-1980

## **2011 ACCOMPLISHMENTS:**

1. Programs and resources were developed to meet the educational needs identified in multiple planning processes and community needs assessments. Educational outreach included direct teaching, one-on-one counseling, department and university Website, displays, newspaper, radio and television.
2. Provided after school staff trainings to approximately 150 staff members from Menasha, Neenah, and Oshkosh School Districts in the areas of classroom management, teamwork, youth leadership, and character development benefitting over 1,500 students.
3. 4-H youth and adult leaders increased their understanding of learning styles, incorporating the experiential learning model, and designing sound project meetings by participating in the "Project Leaders that Make the Difference" training.
4. Supported local planning by holding 4 Plan Commissioner Network meetings and supported the County Planning and Zoning Department's Zone Code Rewrite and Farmland Preservation Planning process through outreach, education, facilitation, and research.
5. Supported Land & Water Conservation Dept. by participating in annual Conservation Field Days and facilitating a planning session of Wisconsin Land and Water Conservation Association's Lake Winnebago Area.
6. Coordinated the county Sustainability committee who implement education and outreach programs, coordinated two UW-Oshkosh project interns, conducted employee and building-wide assessments and instituted a number of sustainable practices, such as battery recycling.
7. Provided forestry education to Winnebago County woodland owners through annual conference and a seminar series.
8. Provided oversight to two community gardens, Sherman Road and Riverside, providing 180 garden plots.
9. Collaborated with Land and Water Conservation in order to train 10 farm operators to write and implement their own nutrient management plans.
10. Plant Health Advisors, specially trained Master Gardeners, responded to over 400 horticulture calls.

11. Partnered with community agencies including the Winnebago County Sheriffs Department, Department of Correction, Christine Ann Center, and Oshkosh Area Community Pantry to teach life skill class on financial management, healthy relationships, decision making, and housing.
12. Work with community agencies and organizations on organizational capacity building, strategic planning and evaluating outcomes including groups such as Community Health Improvement Plan (CHIP)/ReThink, Sustainable Fox Valley, Oshkosh Area Community Pantry and DHS.
13. Worked with area landlords, local Housing Authorities and the Winnebago Land Housing coalition to address community housing needs including tenant-training programs. Expanded delivery of tenant training program to Father Carrs' Place 2B.
14. Coordinated meetings/use of JP Coughlin Center for over 900 county department, county-board supervisors or community group meetings.

#### **2012 GOALS & OBJECTIVES:**

1. Work with area school districts to develop new 4-H STEM (Science, Technology, Engineering, and Math)/4-H Youth Development opportunities.
2. Provide leadership, training and educational opportunities for 4-H youth leaders, 4-H adult volunteers, and other youth service agencies/staff/volunteers on relevant youth development and volunteer development topics.
3. Support the Plan Commission Network building capacity to address local land use issues. Conduct research on program effectiveness and impacts.
4. Provide support, training and facilitation to Winnebago County communities and organizations focusing on sustainable community development.
5. Explore and develop feasibility of a tri-county leadership program.
6. Support water quality initiatives by providing organizational support to the Winnebago Lakes Council and supporting NEWSC in the development of regional information and education strategies to meet stormwater needs.
7. Implement new agriculture research projects, field demonstrations and education to improve soil quality and profitability.
8. Strengthen one-on-one relationships with farm operators and the agri-business sector.
9. Work with community agencies and organizations to help families set priorities and use sound decision making practices to meet basic needs, obtain affordable housing, develop money management skills and strengthen families.
10. Provided workshops for agencies and the general public on enhancing resiliency skills and addressing family changes across the lifespan.
11. Partner with community agencies and organizations to meet the education and resource needs of limited income individuals and families.
12. Provide training for agency staff on organizational development, strategic planning, evaluating outcomes, and evaluation strategies.

# UW-EXTENSION

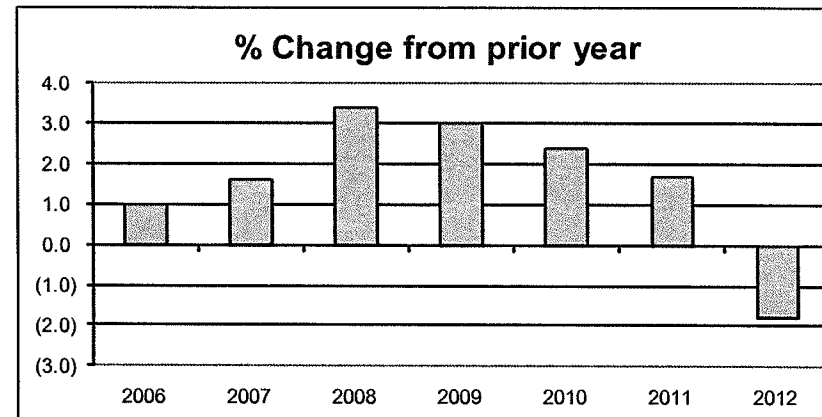
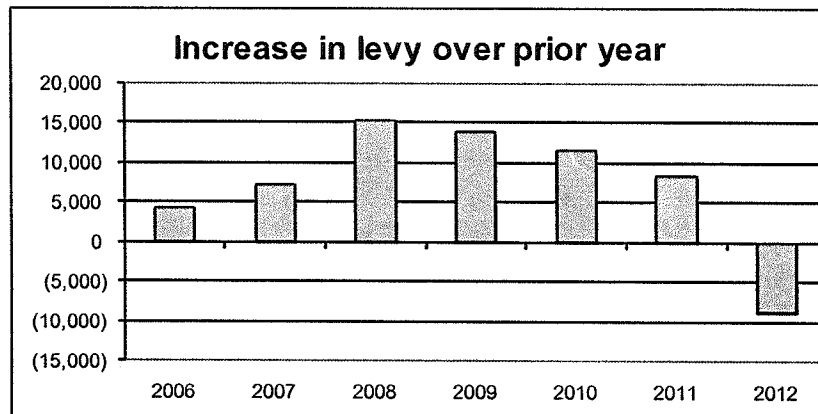
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	8	8	8	8	8	8	8	9	9	9
Part Time	4	4	2	2	2	2	2	0	0	0
Total	12	12	10	10	10	10	10	9	9	9

There are no changes to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$486,873, a decrease of \$8,896 or 1.8% under 2011.



# SIGNIFICANT CHANGES FROM 2011 ADOPTED - University Extension

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 495,769	
<b>Revenue Changes - impact on levy:</b>		
<b>Expense Changes - impact on levy:</b>		
Wages	(6,240)	Decrease due to staff turn over and new employees are at a lower pay level.
Fringe benefits	(10,240)	Employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement. This is the result of Act 10 and the State biennial budget 2012-14.
Other contractual services	6,500	In the past two years, 133 contracts had furloughs and 3% salary reductions. In 2012 these will be restored.
Other small changes	1,084	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 486,873	

**Winnebago County**  
**Budget Detail - 2012**  
**University Extension**  
100 - 064

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	23,647	29,520	8,829	10,000	10,000	10,000	10,000	0.0%
<b>Intergovernmental</b>	<b>23,647</b>	<b>29,520</b>	<b>8,829</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0.0%</b>
Forms, Copies, Etc.	2,819	3,742	4,786	5,000	5,000	5,000	5,000	0.0%
Mail Service Revenue	4,075	4,560	4,395	4,500	4,500	4,500	4,500	0.0%
Reimbursed Costs	1,471	1,613	7,341	8,000	6,500	6,500	6,500	-18.8%
Donations	500	0	0	0	0	0	0	NA
Garden Fees	2,815	1,453	4,943	3,000	1,600	1,600	1,600	-46.7%
Program Fees	3,658	1,249	4,704	5,000	6,000	7,500	7,500	50.0%
<b>Public Services</b>	<b>15,338</b>	<b>12,616</b>	<b>26,169</b>	<b>25,500</b>	<b>23,600</b>	<b>25,100</b>	<b>25,100</b>	<b>-1.6%</b>
Grants	4,792	3,998	4,533	4,500	4,500	4,500	4,500	0.0%
<b>Interfund Revenues</b>	<b>4,792</b>	<b>3,998</b>	<b>4,533</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>	<b>0.0%</b>
<b>TOTAL REVENUES</b>	<b>43,777</b>	<b>46,134</b>	<b>39,531</b>	<b>40,000</b>	<b>38,100</b>	<b>39,600</b>	<b>39,600</b>	<b>-1.0%</b>
Regular Pay	184,637	188,053	194,946	201,464	189,224	195,224	195,224	-3.1%
<b>Wages</b>	<b>184,637</b>	<b>188,053</b>	<b>194,946</b>	<b>201,464</b>	<b>189,224</b>	<b>195,224</b>	<b>195,224</b>	<b>-3.1%</b>
Fringe Benefits	104,222	103,001	104,674	107,565	118,989	97,423	97,423	-9.4%
Unemployment Comp	0	0	10	0	0	0	0	NA
<b>Fringes</b>	<b>104,222</b>	<b>103,001</b>	<b>104,684</b>	<b>107,565</b>	<b>118,989</b>	<b>97,423</b>	<b>97,423</b>	<b>-9.4%</b>
<b>Total Labor Costs</b>	<b>288,859</b>	<b>291,054</b>	<b>299,629</b>	<b>309,029</b>	<b>308,213</b>	<b>292,647</b>	<b>292,647</b>	<b>-5.3%</b>
Registration & Tuition	1,464	2,850	1,399	2,620	2,825	2,825	2,825	7.8%
Automobile Allowance	4,574	5,207	4,489	4,850	4,650	5,650	5,650	16.5%
Commercial Travel	422	1,458	657	1,000	1,400	1,400	1,400	40.0%
Meals	419	229	386	800	750	750	750	-6.3%
Lodging	1,111	1,138	999	1,750	1,700	1,700	1,700	-2.9%
Other Travel Exp	99	71	221	160	160	160	160	0.0%
Taxable Meals	123	256	230	0	0	0	0	NA
<b>Travel</b>	<b>8,212</b>	<b>11,209</b>	<b>8,380</b>	<b>11,180</b>	<b>11,485</b>	<b>12,485</b>	<b>12,485</b>	<b>11.7%</b>

Office Expenses

**Winnebago County**  
**Budget Detail - 2012**  
**University Extension**  
100 - 064

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Office Supplies	5,239	5,744	4,120	8,500	7,000	7,050	7,050	-17.1%
Stationery and Forms	735	228	821	400	400	400	400	0.0%
Printing Supplies	2,423	2,340	2,392	2,500	2,250	2,500	2,500	0.0%
Print & Duplicate	5,631	2,623	5,375	6,000	3,050	5,650	5,650	-5.8%
Postage and Box Rent	6,752	5,973	5,919	6,500	6,000	6,750	6,750	3.8%
Computer Software	533	53	429	350	350	350	350	0.0%
Advertising	243	119	156	200	200	200	200	0.0%
Subscriptions	1,045	821	975	1,200	1,200	1,200	1,200	0.0%
Membership Dues	1,265	615	960	1,000	1,035	1,035	1,035	3.5%
Operating Expenses								
Telephone	7,131	6,050	6,654	6,245	6,245	6,745	6,745	8.0%
Agricultural Supplies	4,020	2,150	4,168	3,500	3,500	3,500	3,500	0.0%
Household Supplies	265	122	169	200	200	200	200	0.0%
Food	1,221	1,252	3,210	1,500	2,400	2,400	2,400	60.0%
Small Equipment	3,401	5,063	5,231	6,000	5,000	5,100	5,100	-15.0%
Other Operating Supplies	4,915	3,644	4,513	5,000	4,800	4,900	4,900	-2.0%
Construction Supplies								
Small Hardware	0	0	0	50	50	50	50	0.0%
Maintenance Supplies								
Motor Fuel	131	193	22	150	150	150	150	0.0%
Contractual Services								
Equipment Repairs	197	471	205	300	300	300	300	0.0%
Grounds Maintenance	0	0	200	0	0	0	0	NA
Data Processing	1,009	780	780	1,000	800	800	800	-20.0%
Other Contract Serv.	132,779	128,533	129,939	138,100	140,100	144,600	144,600	4.7%
Rental Expenses								
Building Rental	40	20	0	0	0	0	0	NA
Other Rents and Leases	71	30	39	50	100	100	100	100.0%
Other Sundry & Fixed Charges								
Operating Grants	27,627	790	238	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	13,606	12,651	15,628	20,000	18,000	20,000	20,000	0.0%
Postage and Box Rent	1,099	237	433	500	500	500	500	0.0%
Motor Fuel	1,886	1,126	1,288	1,500	1,500	1,500	1,500	0.0%
Vehicle Repairs	789	707	462	1,200	1,500	2,000	2,000	66.7%
Equipment Repairs	858	858	924	924	825	825	825	-10.7%
Other Contract Services	0	0	548	0	0	0	0	NA



**Winnebago County  
Budget Detail - 2012  
University Extension  
100 - 064**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Prop. & Liab. Insurance	2,580	2,743	2,412	2,691	2,536	2,536	2,536	-5.8%
Other Operating Expenses	227,491	185,936	198,208	215,560	209,991	221,341	221,341	2.7%
<b>TOTAL EXPENSES</b>	<b>524,562</b>	<b>488,199</b>	<b>506,218</b>	<b>535,769</b>	<b>529,689</b>	<b>526,473</b>	<b>526,473</b>	<b>-1.7%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>480,785</b>	<b>442,065</b>	<b>466,687</b>	<b>495,769</b>	<b>491,589</b>	<b>486,873</b>	<b>486,873</b>	<b>-1.8%</b>

# PARKS

Department: 100-065 to 070 Fund: General Fund  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD: Robert A. Way  
LOCATION: Winnebago County  
625 East County Road Y  
Oshkosh, WI 54901

TELEPHONE: 232-1961

## MISSION STATEMENT:

To provide for the physical maintenance and development of County-owned park lands; offer recreation programs; provide access to, and navigation aides for, the major bodies of water; provide multi-use recreation trails; and promote the use of the County Exposition grounds for the annual County Fair and other special events.

## PROGRAM DESCRIPTION:

**PARKS** Provide park sites that can serve as a destination with enough and varied support facilities to provide for a daylong recreation experience on the site.

**BOAT LANDINGS** Provide quality boat launch sites on major bodies of water that possess site amenities and can serve as day use park sites for boaters and non-boaters alike.

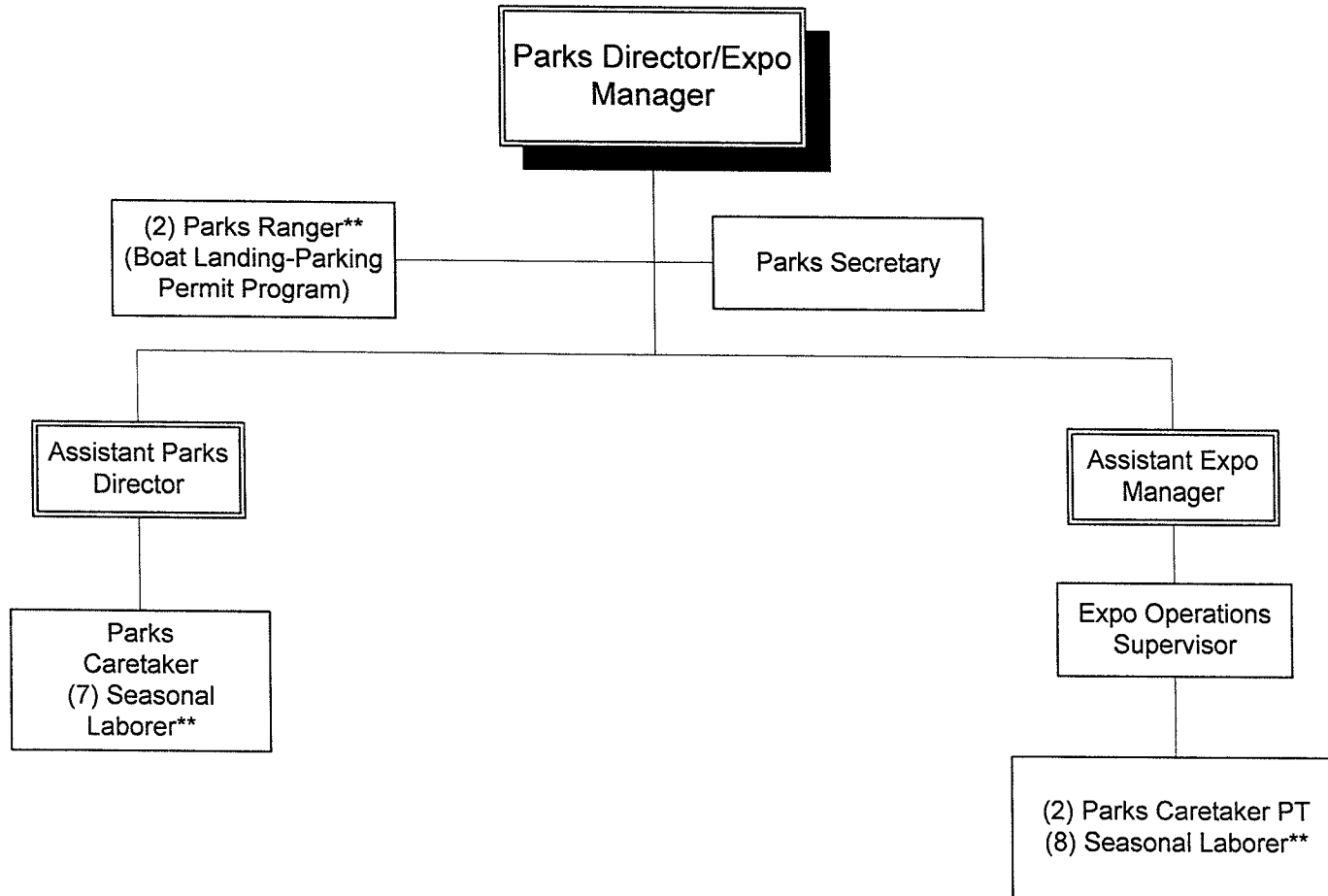
**NAVIGATION AIDS** Mark major navigation channels throughout the Winnebago County lakes system with both lighted and unlighted buoys to assist boaters in reaching their destination.

**RECREATION TRAILS** Provide multipurpose trail corridors through ownership and leasing for a variety of recreational activities.

**EXPO CENTER** Provide a facility where a wide variety of events, festivals, competitive shows and meeting/training sessions can occur.

**PRESERVATION AND CONSERVATION AREAS** Provide for perpetuation of sensitive lands and areas of historical, archaeological or vegetative significance.

# PARKS



\*\* Unclassified Position

# **PARKS**

**Department: 100-065 to 070    Fund: General Fund  
2011 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**        Robert A. Way  
**LOCATION:**                Winnebago County  
                                 625 East County Road Y  
                                 Oshkosh, WI 54901

**TELEPHONE: 232-1961**

## **2011 ACCOMPLISHMENTS:**

- 1. Partnered with newly formed 501(c) dog park friends group in an effort to improve the quality and upkeep of the Community Park dog park and explore options for developing a similar facility in the northern section of the County.**
- 2. Increased the number of camping pedestals in the grandstand island areas thereby improving the quality of services provided to horse show clientele and other event promoters.**
- 3. Produced mapping of all relevant GPS co-ordinates for Parks properties using the information garnered from student intern.**
- 4. Installed additional manure storage pit at Barn E to provide for larger horse show usage and installed an information kiosk at the Covered Arena.**
- 5. Installed gutters on the Exposition Center Building.**
- 6. Successfully introduced a new program within the Soccer Complex that employs the use of 12 message boards to announce to the public the intermittent closure of any/all athletic fields.**
- 7. Completed final phase of a multi-year project involving replacement of all previously existing horse stalls with new portable stalls in Barns C & D.**
- 8. Added 12 tee pads and 6 new baskets to the Community Park disc golf course. Hosted a Wisconsin Disc Golf Association certified tournament.**
- 9. Installed fencing at the Service Center/Beach House thereby increasing the department's ability to utilize the building for multiple purposes.**
- 10. Upgraded PA speakers in Barns C & D.**

## **2012 GOALS AND OBJECTIVES**

- 1. Proceed with second phase of upgrading the restroom facilities within the Community Park shelters.**
- 2. Engage in annual Boat Trailer Parking Fee Program facility improvement project with the intent of expanding the Osh-O-Nee Boat Landing parking lot and rehabbing of the adjacent breakwall structure.**
- 3. Begin phased removal of the aged Community Park road lighting system and proceed to install more efficient fixtures as well as sturdier light poles.**
- 4. Continue efforts in investigating options for establishing a dog park facility located in the northern section of the County.**
- 5. Continue phased approach for alleviating drainage issues around various Expo buildings by installing gutters and downspouts at key locations.**
- 6. Work with local soccer organizations in a coordinated effort to develop a small open air shelter facility in the remote southwest section of the Community Park Soccer Complex.**
- 7. Upgrade PA speakers in barns A and B.**
- 8. Upgrade department's picnic table and bleacher inventory in order to comply with updated ADA and IBC standards.**
- 9. Continue to improve electrical hook ups for campers by revamping existing pedestals and continuing with bulb replacement rotation in barns.**
- 10. Continue to build on the success of the disc golf basket donation program as a means of obtaining the remaining fixtures needed to complete the final 9 hole segment of the Community Parks disc golf course.**
- 11. Employ a multi-faceted marketing program to promote rental of the Beach House/Pavilion facilities within the Community Park.**
- 12. Refurbish the 6,000 square foot landscape area located along the Expo Building main entranceway.**

# PARKS

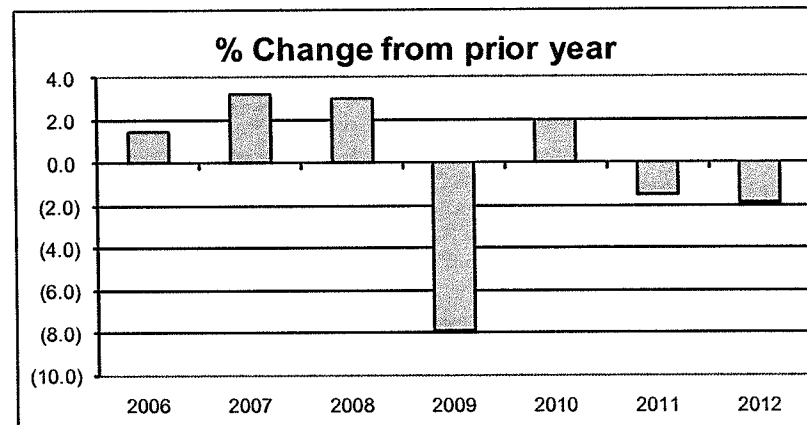
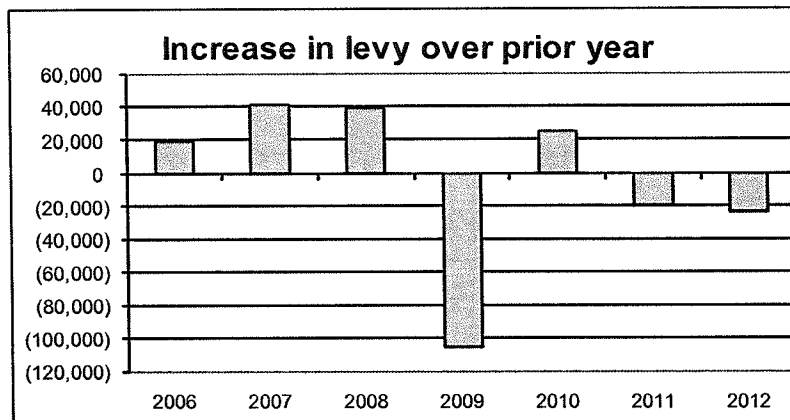
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	10	10	10	10	10	10	7	7	6	6
Part Time	2	2	2	2	2	2	2	2	2	2
Total	12	12	12	12	12	12	9	9	8	8

There no changes to the table of organization in 2012.

**COUNTY LEVY:** The 2012 net levy is \$1,224,747, a decrease of \$23,584 or 1.9% under 2011.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Parks

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 1,248,331	
<b>Significant changes to revenues:</b>		
Rental Revenue	(20,000)	The increase is the result of the expected addition of a new annual music festival and also as a result of increases in fee rates.
<b>Significant changes to expenses:</b>		
Capital	12,790	More is being spent on equip. replacement in response to new ADA & IBC changes. The most immediate need is to replace almost every one of the Parks bleacher units.
Fringe benefits	(28,124)	Decrease is due to employees having to pay 1/2 of the required contribution to Wisconsin Retirement as the result of Wisconsin Act 10 (budget repair bill) and the State biennial 2012-14 budget.
Power & lights	6,000	Increase to more properly reflect historical usage.
Building Repair	3,800	Slight increase due to implementation of Expo roof sealing project.
Grounds Maintenance - Interfund	(82,800)	Decrease reflects the shifting of funds from Grounds Maintenance into the correct account - Equip. Repair.
Equipment Repairs - Interfund	96,406	Increase reflects the shifting of funds from Ground Maintenance - Interfund Acct. as well as taking smaller misc. amounts from other accounts.
Water and Sewer	12,000	Increase reflects anticipated increase in Oshkosh's Storm Water Utility Fees.
Other small changes	(23,656)	This is a combination of increases and decreases in revenue and expense accounts.
<b>Tax Levy 2012</b>	\$ 1,224,747	

**Winnebago County**  
**Budget Detail - 2012**  
**Parks (Excludes Boat Launch)**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	3,928	12,248	1,632	1,000	1,000	1,000	1,000	0.0%
Snowmobile Trails	39,629	42,221	33,400	28,500	30,000	30,000	30,000	5.3%
<b>Intergovernmental</b>	<b>43,557</b>	<b>54,469</b>	<b>35,032</b>	<b>29,500</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>	<b>5.1%</b>
Zoning Permits	0	0	(10)	0	0	0	0	NA
<b>Licenses &amp; Permits</b>	<b>0</b>	<b>0</b>	<b>(10)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Fees And Costs	5,492	2,986	3,691	3,000	2,800	2,800	2,800	-6.7%
Forms, Copies, Etc.	8	0	1	0	0	0	0	NA
Rental Revenues	211,752	216,696	245,576	185,000	205,000	213,000	213,000	15.1%
Photocopy Revenue	0	22	14	15	15	15	15	0.0%
Restitution	0	190	400	100	100	100	100	0.0%
Donations	1,401	17,476	3,222	500	1,750	1,750	1,750	250.0%
Concession Revenue	8,941	12,118	8,663	11,000	11,600	11,600	11,600	5.5%
Admission	1,903	3,051	0	0	0	0	0	NA
Park Reservations	2,955	7,440	8,365	7,250	9,000	11,000	11,000	51.7%
<b>Public Services</b>	<b>232,451</b>	<b>259,980</b>	<b>269,931</b>	<b>206,865</b>	<b>230,265</b>	<b>240,265</b>	<b>240,265</b>	<b>16.1%</b>
Fees & Costs	2,306	224	4,655	1,800	0	0	0	0.0%
Cost Share - Municipalities	350	0	2,875	2,232	2,800	2,800	2,800	25.4%
<b>Intergovernmental Services</b>	<b>2,656</b>	<b>224</b>	<b>7,530</b>	<b>4,032</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>	<b>-30.6%</b>
Sale Of Prop & Equip	7,919	0	0	20,000	17,100	22,100	22,100	10.5%
Other Miscellaneous Revenues	7	0	72	200	200	200	200	0.0%
Rummage Sales	0	0	924	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>7,926</b>	<b>0</b>	<b>996</b>	<b>20,200</b>	<b>17,300</b>	<b>22,300</b>	<b>22,300</b>	<b>10.4%</b>
<b>TOTAL REVENUES</b>	<b>286,589</b>	<b>314,673</b>	<b>313,479</b>	<b>260,597</b>	<b>281,365</b>	<b>296,365</b>	<b>296,365</b>	<b>13.7%</b>
Regular Pay	532,435	499,239	496,543	442,165	441,790	441,790	441,790	-0.1%
Overtime	29,575	10,725	3,633	4,062	3,971	3,971	3,971	-2.2%
<b>Wages</b>	<b>562,010</b>	<b>509,964</b>	<b>500,176</b>	<b>446,227</b>	<b>445,761</b>	<b>445,761</b>	<b>445,761</b>	<b>-0.1%</b>
Fringe Benefits	211,278	196,779	200,192	173,171	149,047	149,047	149,047	-13.9%
Unemployment Comp	10,671	14,072	15,729	16,000	12,000	12,000	12,000	-25.0%



**Winnebago County**  
**Budget Detail - 2012**  
**Parks (Excludes Boat Launch)**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Fringes</b>	<b>221,949</b>	<b>210,850</b>	<b>215,920</b>	<b>189,171</b>	<b>161,047</b>	<b>161,047</b>	<b>161,047</b>	<b>-14.9%</b>
<b>Total Labor Costs</b>	<b>783,958</b>	<b>720,814</b>	<b>716,096</b>	<b>635,398</b>	<b>606,808</b>	<b>606,808</b>	<b>606,808</b>	<b>-4.5%</b>
Registration & Tuition	1,117	330	2,139	735	705	705	705	-4.1%
Automobile Allowance	152	0	35	440	660	660	660	50.0%
Meals	31	55	193	243	243	243	243	0.0%
Lodging	267	297	852	860	860	860	860	0.0%
Other Travel Exp	0	0	84	0	0	0	0	NA
<b>Travel</b>	<b>1,567</b>	<b>682</b>	<b>3,302</b>	<b>2,278</b>	<b>2,468</b>	<b>2,468</b>	<b>2,468</b>	<b>8.3%</b>
Land	0	9,120	0	0	0	0	0	NA
Other Improvements	0	15,631	1,121	14,610	70,000	70,000	70,000	379.1%
Other Equipment	61,373	100,535	95,791	60,000	17,400	17,400	17,400	-71.0%
<b>Capital</b>	<b>61,373</b>	<b>125,286</b>	<b>96,912</b>	<b>74,610</b>	<b>87,400</b>	<b>87,400</b>	<b>87,400</b>	<b>17.1%</b>
Office Expenses								
Office Supplies	1,414	574	752	1,200	1,000	1,000	1,000	-16.7%
Stationery and Forms	131	140	69	175	150	150	150	-14.3%
Printing Supplies	102	155	193	235	225	225	225	-4.3%
Postage and Box Rent	87	192	345	140	140	140	140	0.0%
Advertising	5,029	6,611	4,857	4,050	4,150	4,150	4,150	2.5%
Membership Dues	35	175	335	200	200	200	200	0.0%
Operating Expenses								
Telephone	10,376	10,389	10,552	10,000	10,000	10,000	10,000	0.0%
Clothing & Uniforms	0	0	162	168	185	185	185	10.1%
Food	255	315	333	0	0	0	0	NA
Small Equipment	32,437	34,200	28,388	35,040	37,550	37,550	37,550	7.2%
Recreation Supplies	776	7,881	9,801	7,000	7,000	7,000	7,000	0.0%
Other Operating Supplies	26,117	21,328	15,243	13,000	3,500	3,500	3,500	-73.1%
Repairs & Maintenance								
Maintenance - Buildings	13,983	21,772	11,379	21,250	28,250	28,250	28,250	32.9%
Maintenance - Grounds	20,487	25,210	24,420	21,800	20,800	20,800	20,800	-4.6%
Maintenance - Equipment	6,267	6,648	3,479	5,500	5,500	5,500	5,500	0.0%
Maintenance-Vehicles	41,690	33,446	26,668	0	0	0	0	NA
Other Maint. Supplies	5,317	1,511	5,172	1,200	2,200	2,200	2,200	83.3%
Maintenance Supplies								

**Winnebago County**  
**Budget Detail - 2012**  
**Parks (Excludes Boat Launch)**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Motor Fuel	17,097	8,327	11,027	14,000	14,000	14,000	14,000	0.0%
Utilities								
Heat	37,213	35,236	32,013	35,900	37,400	37,400	37,400	4.2%
Power and Light	97,406	101,080	97,185	92,500	98,500	98,500	98,500	6.5%
Water and Sewer	71,833	61,579	61,474	70,450	82,450	80,000	80,000	13.6%
Contractual Services								
Medical and Dental	1,498	1,987	2,209	1,700	2,500	2,500	2,500	47.1%
Vehicle Repairs	5,298	1,171	264	7,500	7,500	7,500	7,500	0.0%
Equipment Repairs	189	8,307	301	2,800	2,800	2,800	2,800	0.0%
Grounds Maintenance	151,912	152,544	149,523	200,000	201,500	201,500	201,500	0.8%
Building Repairs	39,161	28,864	34,457	40,500	44,300	44,300	44,300	9.4%
Professional Service	5,158	3,729	9,643	20,700	17,200	14,200	14,200	-31.4%
Security Service	1,245	1,515	1,900	3,100	3,000	3,000	3,000	-3.2%
Operating Licenses & Fees	60	0	0	0	0	0	0	NA
Rental Expenses								
Land Rental	0	96	0	48	48	48	48	0.0%
Equipment Rental	6,464	10,023	3,430	2,490	3,500	3,500	3,500	40.6%
Insurance								
Insurance Recoveries	0	25	0	0	0	0	0	NA
Operating Licenses & Fees	1,577	836	622	1,055	1,055	1,055	1,055	0.0%
Other Sundry & Fixed Charges								
Taxes & Assessments	0	0	10	15	15	15	15	0.0%
Interfund Expenses								
Printing Supplies	0	0	0	300	200	0	0	0.0%
Print & Duplicate	843	836	1,020	900	950	950	950	5.6%
Postage and Box Rent	463	482	391	600	500	500	500	-16.7%
Maintenance Grounds	16,948	11,132	11,226	18,000	18,500	18,500	18,500	2.8%
Motor Fuel	14,190	7,348	10,698	13,000	12,000	12,000	12,000	-7.7%
Equipment Repairs	396	561	1,895	594	97,000	96,000	96,000	16061.6%
Grounds Maintenance	19,738	44,356	29,777	111,650	28,850	28,850	28,850	-74.2%
Prop. & Liab. Insurance	39,228	34,267	32,664	37,882	36,468	36,468	36,468	-3.7%
Other Operating Expenses	692,419	684,847	633,875	796,642	831,086	824,436	824,436	3.5%
<b>TOTAL EXPENSES</b>	<b>1,539,318</b>	<b>1,531,629</b>	<b>1,450,186</b>	<b>1,508,928</b>	<b>1,527,762</b>	<b>1,521,112</b>	<b>1,521,112</b>	<b>0.8%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>1,252,728</b>	<b>1,216,956</b>	<b>1,136,707</b>	<b>1,248,331</b>	<b>1,246,397</b>	<b>1,224,747</b>	<b>1,224,747</b>	<b>-1.9%</b>

**PARKS  
PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
Administration	065	606,808	2,468	13,000	337,493	959,769		959,769	1,026,549	1,090,737	(6.5)	(5.9)
Revenues	065						40,565	(40,565)	(35,365)	(16,532)	14.7	113.9
Swimming Lake	066	-	-	-	22,850	22,850		22,850	27,750	11,500	(17.7)	141.3
Revenues	066						-	-	-	-	N/A	N/A
Recreation Trails	067	-	-	-	41,586	41,586		41,586	41,837	37,956	(0.6)	10.2
Revenues	067						30,000	(30,000)	(28,500)	(28,500)	5.3	0.0
Boat Landings	068	-	-	-	129,850	129,850		129,850	124,900	104,200	4.0	19.9
Revenues	068						2,800	(2,800)	(2,232)	(2,232)	25.4	0.0
Exhibition Site	069	-	-	74,400	292,657	367,057		367,057	287,892	260,335	27.5	10.6
Revenues	069						223,000	(223,000)	(194,500)	(189,500)	14.7	2.6
Boat Launch	070	15,800	-	120,000	31,650	167,450		167,450	241,959	157,111	(30.8)	54.0
Revenues	070						151,000	(151,000)	(195,500)	(159,000)	(22.8)	23.0
<b>Grand Totals</b>		<u>622,608</u>	<u>2,468</u>	<u>207,400</u>	<u>856,086</u>	<u>1,688,562</u>	<u>447,365</u>	<u>1,241,197</u>	<u>1,294,790</u>	<u>1,266,075</u>	(4.1)	2.3
Back out boat launch								(16,450)	1,889	(972,418)		
Adjusted Levy								<u>1,224,747</u>	<u>1,296,679</u>	<u>293,657</u>	(5.5)	341.6

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

Department	Description	Quant	Special Equip (Note)	Other	Capital Outlay
Parks	Bleacher replacement - Softball	2		13,000	13,000
	Arena drag	1		9,500	9,500
	Utility cart	1		7,900	7,900
Boat Landings	Bleacher replacement	1		57,000	57,000
	Install new parking areas	1		65,000	65,000
	Restore breakwater	1		55,000	55,000
		7	-	207,400	207,400

NOTE: ALL SPECIAL EQUIPMENT SPECIFICATIONS SHALL BE APPROVED BY THE INFORMATION SYSTEMS DIRECTOR

# **Boat Launch Fee Program - Parks**

## **2012 BUDGET NARRATIVE**

### **HIGHLIGHTS**

**DESCRIPTION:** The Boat Launch Fee program is a program that started several years ago. The County instituted a fee for people to launch boats onto Winnebago County waterways. The intent of this was to establish a program that would fund the maintenance of the boat launch's, docks and other boating related facilities therefore removing it from the general tax levy.

**COUNTY LEVY:** There is no tax levy for this function. It is self supporting from boat launch fees.

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

**Winnebago County**  
**Budget Detail - 2012**  
**Boat Launch**  
100 - 070

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	0	134,067	0	102,500	60,000	60,000	60,000	-41.5%
Intergovernmental	0	134,067	0	102,500	60,000	60,000	60,000	-41.5%
Licenses & Permits	0	0	0	0	0	0	0	NA
Boat Launching Fees	94,509	115,703	105,598	93,000	91,000	91,000	91,000	-2.2%
Fines & Fortetures	94,509	115,703	105,598	93,000	91,000	91,000	91,000	-2.2%
Admission	60	0	0	0	0	0	0	NA
Public Services	60	0	0	0	0	0	0	NA
<b>TOTAL REVENUES</b>	<b>94,569</b>	<b>249,771</b>	<b>105,598</b>	<b>195,500</b>	<b>151,000</b>	<b>151,000</b>	<b>151,000</b>	<b>-22.8%</b>
Regular Pay	10,020	10,413	10,017	11,000	11,000	11,000	11,000	0.0%
Wages	10,020	10,413	10,017	11,000	11,000	11,000	11,000	0.0%
Fringe Benefits	1,108	1,180	1,129	1,289	1,300	1,300	1,300	0.9%
Unemployment Comp	0	0	0	3,000	3,500	3,500	3,500	16.7%
Fringes	1,108	1,180	1,129	4,289	4,800	4,800	4,800	11.9%
<b>Total Labor Costs</b>	<b>11,128</b>	<b>11,593</b>	<b>11,146</b>	<b>15,289</b>	<b>15,800</b>	<b>15,800</b>	<b>15,800</b>	<b>3.3%</b>
Other Improvements	135,287	13,631	208,842	205,000	120,000	120,000	120,000	-41.5%
Capital	135,287	13,631	208,842	205,000	120,000	120,000	120,000	-41.5%
Office Expenses								
Office Supplies	14	0	15	50	50	50	50	0.0%
Stationery and Forms	4,232	4,388	3,562	4,100	3,850	3,850	3,850	-6.1%
Print & Duplicate	0	1,205	145	800	500	500	500	-37.5%
Operating Expenses								
Small Equipment	0	1,289	3,007	420	550	550	550	31.0%
Other Operating Supplies	30	0	0	200	100	100	100	-50.0%
Repairs & Maintenance								
Maintenance - Buildings	0	0	172	200	200	200	200	0.0%

**Winnebago County**  
**Budget Detail - 2012**  
**Boat Launch**  
100 - 070

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Maintenance - Grounds	0	1,312	766	500	500	500	500	0.0%
Maintenance - Equipment	0	0	953	200	200	200	200	0.0%
Maintenance-Vehicles	0	0	0	0	100	100	100	NA
Other Maint. Supplies	0	0	42	0	0	0	0	NA
Utilities								
Power and Light	0	0	4,790	5,000	5,000	5,000	5,000	0.0%
Water and Sewer	0	0	480	500	500	500	500	0.0%
Contractual Services								
Professional Service	0	0	61	0	10,000	10,000	10,000	NA
Rental Expenses								
Equipment Rental	0	0	7,474	4,800	5,200	5,200	5,200	8.3%
Interfund Expenses								
Print & Duplicate	0	127	13	0	0	0	0	NA
Motor Fuel	1,311	826	1,304	1,300	1,300	1,300	1,300	0.0%
Power & Light	0	0	14	0	0	0	0	NA
Grounds Maintenance	0	0	7,700	3,600	3,600	3,600	3,600	0.0%
Other Operating Expenses	5,587	9,147	30,496	21,670	31,650	31,650	31,650	46.1%
<b>TOTAL EXPENSES</b>	<b>152,002</b>	<b>34,372</b>	<b>250,484</b>	<b>241,959</b>	<b>167,450</b>	<b>167,450</b>	<b>167,450</b>	<b>-30.8%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>57,433</b>	<b>(215,399)</b>	<b>144,886</b>	<b>46,459</b>	<b>16,450</b>	<b>16,450</b>	<b>16,450</b>	<b>-64.6%</b>
Fund Adjustments				(46,459)	(16,450)	(16,450)	(16,450)	
<b>Net Levy</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## SUMMARY BY DIVISION

	<u>Expenses</u>	<u>Revenues</u>	<u>Adjustments</u>	<u>Levy</u>
<b>PLANNING &amp; ENVIRONMENT</b>				
Register of Deeds	\$ 627,762	\$ 1,050,100	\$ -	\$ (422,338)
Planning	862,118	216,280	-	645,838
Tax Lister	170,893	1,000	-	169,893
Land Records Modernization	236,950	237,000	50	-
Land & Water Conservation	1,058,815	612,079	-	446,736
	<u>\$ 2,956,538</u>	<u>\$ 2,116,459</u>	<u>\$ 50</u>	<u>\$ 840,129</u>



# REGISTER OF DEEDS

Department: 100-080 Fund: General Fund  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD: Julie Pagel  
LOCATION: Winnebago County  
415 Jackson Street  
Oshkosh, WI 54901

TELEPHONE: 236-4887

## MISSION STATEMENT:

To record, index, and accurately maintain official records and documents of the county relating to vital statistics and real estate as required by State Statutes.

## PROGRAM DESCRIPTION:

**LAND RECORDS:** Index and maintain the history of all lands located in Winnebago County and provide public access to those records.

**VITAL RECORDS:** Index all vital records including births, deaths, marriages and military discharges.

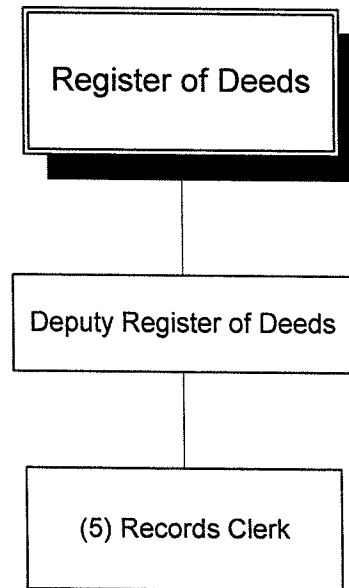
**UCC:** File and provide copies of all Realty related Uniform Commercial Code documents; maintain and provide copies and searches for all additional filings prior to July 1, 2001.

**CHILD SUPPORT LIEN DOCKET:** Provide public access information and search assistance for all child support arrears information.

**INTER-DEPARTMENTAL SERVICES:** Share resources with other departments.

**PRESERVATION:** Preserve information contained in old record books through filming, scanning, and back entry of information into the automated data bank.

# REGISTER OF DEEDS



# **REGISTER OF DEEDS**

**Department: 100-080 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Julie Pagel  
**LOCATION:** Winnebago County Courthouse  
415 Jackson Street  
Oshkosh, WI 54901

**TELEPHONE: 236-4887**

## **2011 ACCOMPLISHMENTS:**

1. Re-indexed 20 years' worth of "unplatted" legal descriptions to the Section / Town / Range tract index. This results in more accurate searches for the local title companies.
2. Redacted Social Security numbers from documents recorded 1996 through 2006.
3. Scanned Tract Index books and added to the database for customer access.
4. Completed scanning and indexing of all vital records dating back to the beginning of Winnebago County records (1848). All vital records are now historically preserved.
5. Scanned documents from 1935 through 1973 in preparation for inclusion in the database for redaction of social security numbers and public access.
6. Converted to AVID, the latest land records software available. This utilizes optical recognition technology to ensure accuracy.
7. Continued to promote Property Fraud Alert, a free service to our citizens to help combat property fraud.
8. Filed approximately 7,500 new vital records and recorded approximately 32,000 new land records.
9. Converted to SVRIS, the federally-mandated birth record program designed to combat identity theft.

## **2012 GOALS AND OBJECTIVES:**

1. Continue collecting redaction fee and use those funds to redact social security numbers for records dating back to 1935.
2. Continue back-indexing of land record documents to improve public access to records and to ensure historical data is preserved.
3. Continue to promote on-line land record access.
4. Continue preservation efforts to eventually digitize all remaining paper records of the Register of Deeds office.

# REGISTER OF DEEDS

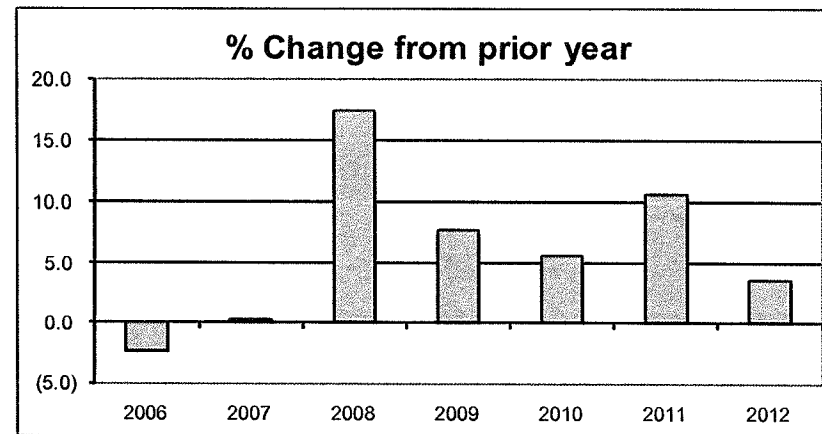
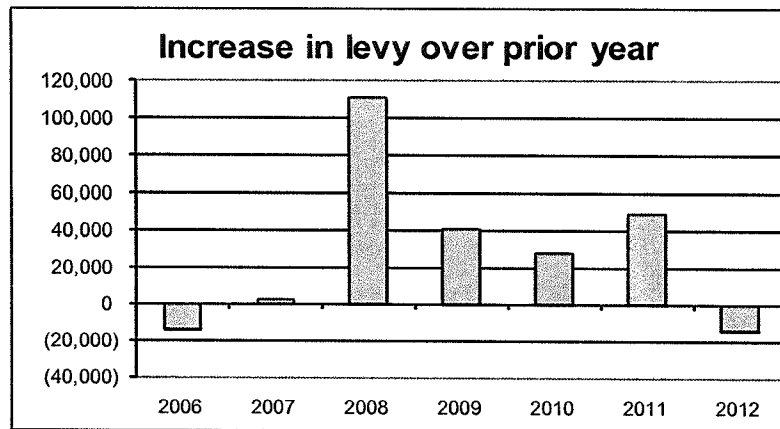
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	9	9	9	8	8	8	8	8	8	7
Part Time	0	0	0	0	0	0	0	0	0	0
Total	9	9	9	8	8	8	8	8	8	7

There were no changes in the table of organization for 2012. During 2011, a full-time records clerk position was eliminated.

**COUNTY LEVY:** The Register of Deeds office has more revenues than expenditures. As such, there is no tax levy for this operation. The excess of revenues over expenditures for 2012 is projected to be \$422,338, an increase of \$14,503 or 3.6% over 2011. This increase translates into an overall decrease in total County tax levy.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Register of Deeds

Account	Amount	Description
<b>Significant changes from 2011</b>		
Tax Levy 2011 (Note below)	\$ (407,835)	
<b>Revenue Changes - impact on levy:</b>		
Transfer tax	40,000	Revenues are declining because of a continued decrease in real estate sales
<b>Expense Changes - impact on levy:</b>		
Wages	(31,850)	Reduction of one full time employee
Fringe benefits	(16,834)	Decrease due to employees having to now pay 1/2 of the required contribution to Wisconsin Retirement and from a reduction of one full time employee
Other small changes	(5,819)	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	<b>\$ (422,338)</b>	

**Note:** This department generates more revenues than expenses. As a result, instead of needing levy money to operate, the surplus generated helps to reduce the rate of increase to the levy.

**Winnebago County**  
**Budget Detail - 2012**  
**Register of Deeds**  
100 - 080

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Taxes</b>	<b>309,464</b>	<b>253,596</b>	<b>249,650</b>	<b>270,000</b>	<b>230,000</b>	<b>230,000</b>	<b>230,000</b>	<b>-14.8%</b>
Fees And Costs	44,496	49,868	52,705	60,000	60,000	60,000	60,000	0.0%
Forms, Copies, Etc.	68,559	70,710	68,576	75,000	75,000	75,000	75,000	0.0%
Recording Fees	422,995	506,891	505,635	525,000	525,000	525,000	525,000	0.0%
Redaction Fees	0	0	90,215	0	0	0	0	NA
<b>Public Services</b>	<b>536,050</b>	<b>627,469</b>	<b>717,130</b>	<b>660,000</b>	<b>660,000</b>	<b>660,000</b>	<b>660,000</b>	<b>0.0%</b>
Forms, Copies, Etc.	0	3	24	0	0	0	0	NA
Recording Fees	434	219	1,579	100	100	100	100	0.0%
<b>Interfund Revenues</b>	<b>434</b>	<b>222</b>	<b>1,603</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0.0%</b>
<b>TOTAL REVENUES</b>	<b>845,947</b>	<b>881,287</b>	<b>968,383</b>	<b>930,100</b>	<b>890,100</b>	<b>890,100</b>	<b>890,100</b>	<b>-4.3%</b>
Regular Pay	289,754	325,258	284,532	308,760	277,285	276,910	276,910	-10.3%
Overtime	(0)	307	93	375	375	375	375	0.0%
<b>Wages</b>	<b>289,754</b>	<b>325,564</b>	<b>284,625</b>	<b>309,135</b>	<b>277,660</b>	<b>277,285</b>	<b>277,285</b>	<b>-10.3%</b>
Fringe Benefits	157,683	170,068	160,853	168,069	151,235	151,235	151,235	-10.0%
<b>Fringes</b>	<b>157,683</b>	<b>170,068</b>	<b>160,853</b>	<b>168,069</b>	<b>151,235</b>	<b>151,235</b>	<b>151,235</b>	<b>-10.0%</b>
<b>Total Labor Costs</b>	<b>447,437</b>	<b>495,632</b>	<b>445,478</b>	<b>477,204</b>	<b>428,895</b>	<b>428,520</b>	<b>428,520</b>	<b>-10.2%</b>
Registration & Tuition	440	360	310	535	575	575	575	7.5%
Automobile Allowance	909	1,282	1,143	1,450	1,450	1,450	1,450	0.0%
Lodging	553	553	738	910	910	910	910	0.0%
<b>Travel</b>	<b>1,902</b>	<b>2,195</b>	<b>2,190</b>	<b>2,895</b>	<b>2,935</b>	<b>2,935</b>	<b>2,935</b>	<b>1.4%</b>
Office Expenses								
Office Supplies	1,863	1,645	1,655	1,600	1,600	1,600	1,600	0.0%
Stationery and Forms	2,747	2,039	1,923	1,500	1,500	1,500	1,500	0.0%
Printing Supplies	640	842	543	1,000	1,000	1,000	1,000	0.0%
Postage and Box Rent	42	74	7	50	50	50	50	0.0%
Computer Supplies	344	157	385	400	400	400	400	0.0%
Subscriptions	120	160	80	120	120	120	120	0.0%

**Winnebago County**  
**Budget Detail - 2012**  
**Register of Deeds**  
100 - 080

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Membership Dues	100	100	100	100	100	100	100	0.0%
Operating Expenses								
Telephone	1,401	1,373	1,699	1,500	1,500	1,500	1,500	0.0%
Small Equipment	0	532	5,423	5,500	1,500	1,500	1,500	-72.7%
Contractual Services								
Equipment Repairs	3,985	2,295	3,123	4,000	4,000	4,000	4,000	0.0%
Professional Service	6,516	12,306	8,987	11,250	10,000	10,000	10,000	-11.1%
Insurance								
Prop & Liab Insurance	0	0	0	30	30	30	30	0.0%
Operating Licenses & Fees	0	0	0	50	50	50	50	0.0%
Other Sundry & Fixed Charges								
Other Miscellaneous	(8)	(9)	(19)	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	3,089	2,693	3,066	2,000	2,000	2,000	2,000	0.0%
Postage and Box Rent	10,199	10,861	10,407	11,000	10,000	10,000	10,000	-9.1%
Equipment Repairs	792	825	759	627	627	627	627	0.0%
Prop. & Liab. Insurance	1,464	1,390	1,428	1,439	1,830	1,830	1,830	27.2%
<b>Other Operating Expenses</b>	<b>33,294</b>	<b>37,283</b>	<b>39,566</b>	<b>42,166</b>	<b>36,307</b>	<b>36,307</b>	<b>36,307</b>	<b>-13.9%</b>
<b>TOTAL EXPENSES</b>	<b>482,633</b>	<b>535,110</b>	<b>487,234</b>	<b>522,265</b>	<b>468,137</b>	<b>467,762</b>	<b>467,762</b>	<b>-10.4%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>(363,315)</b>	<b>(346,177)</b>	<b>(481,150)</b>	<b>(407,835)</b>	<b>(421,963)</b>	<b>(422,338)</b>	<b>(422,338)</b>	<b>3.6%</b>

# PLANNING

Department: 100-086 to 089 Fund: General Fund  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD:  
LOCATION:

Jerry Bougie  
Winnebago County  
448 Algoma Boulevard  
Oshkosh, WI 54903

TELEPHONE: 236-4839

## MISSION STATEMENT:

To ensure sound land use growth by implementing the goals of the Winnebago County Comprehensive Plan and providing comprehensive and technical planning assistance to Winnebago County's committees, departments and political subdivisions. To promote Winnebago County as a good place to live and do business. Implement land record modernization technology to reduce the cost of general purpose government and provide better and more efficient access to land records for the public.

## PROGRAM DESCRIPTION:

LAND USE PLANNING Prepare and implement ordinances and studies related to land use issues in Winnebago County.

SUBDIVISION REVIEW Review subdivision plats to conform to County ordinances and State Statutes.

ZONING To assure sound land use growth through providing courteous and efficient staff assistance.

GEOGRAPHIC INFORMATION SYSTEM (GIS) To maintain the GIS database and provide data to all users.

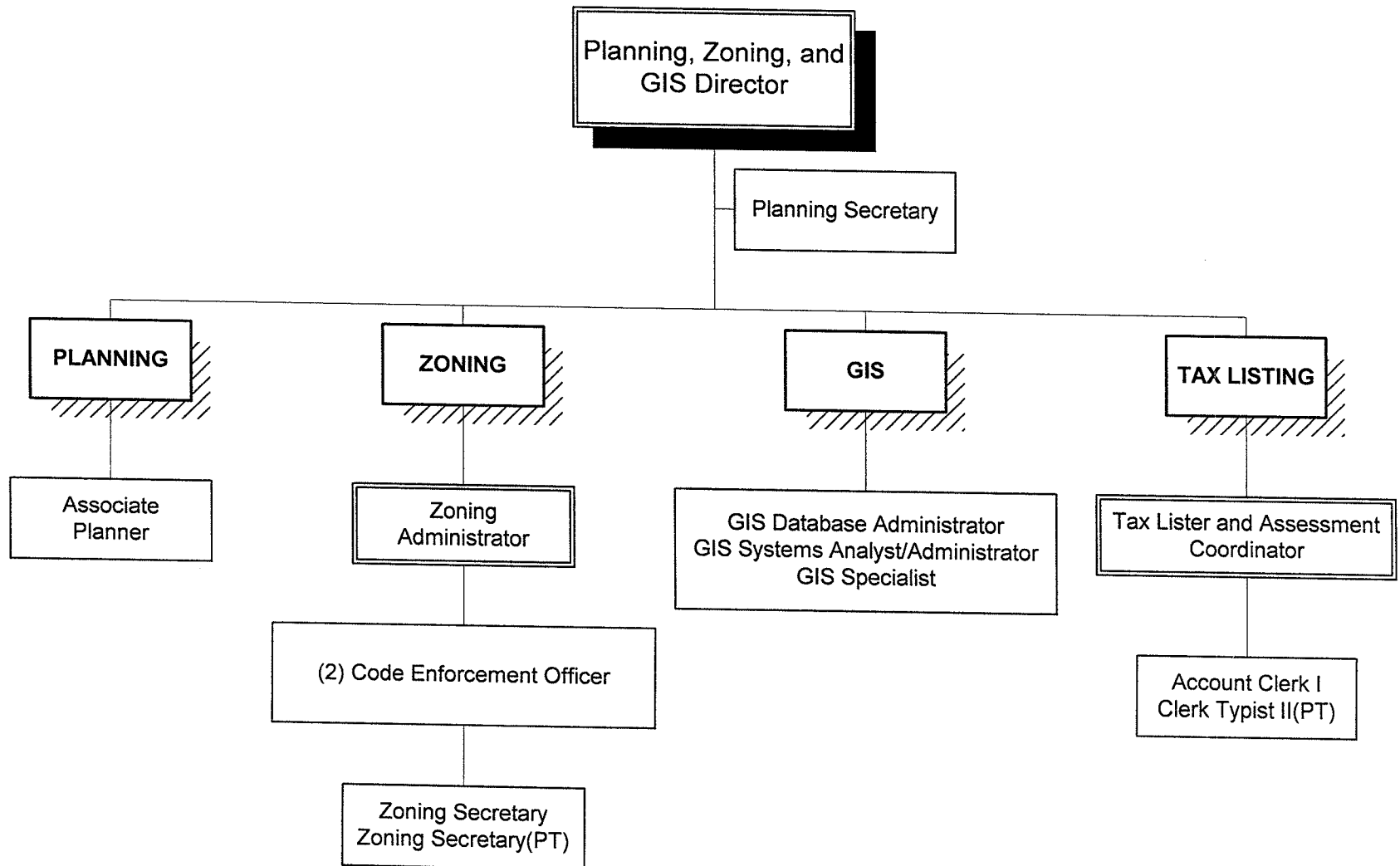
LAND RECORDS MODERNIZATION To provide efficient, low cost, and modernized land records for the public, government officials & private entities.

PROPERTY LISTER To assist cities and towns in annual tax roll preparation and to provide general property listing services and information to the public. Provide to municipal assessors all deed transfers, partitions of land, name and address updates, acreage, assessment and legal description changes. Provide to municipal clerks updated totals for all municipal assessing.

ECONOMIC DEVELOPMENT Develop industrial parks & economic development in the County & its local communities for the purposes of increasing the tax base & creating job opportunities through the Industrial Development Board Revolving Loan Fund & Per Capita Funding Programs.



# PLANNING AND ZONING



# **PLANNING**

**Department: 100-086 to 089    Fund: General Fund**  
**2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** Jerry Bougie  
**LOCATION:** Winnebago County  
448 Algoma Boulevard  
Oshkosh, WI 54901

**Telephone: 236-4839**

## **2011 ACCOMPLISHMENTS:**

- 1. Completed draft Comprehensive Revision of County Zoning Ordinance.**
- 2. Completed draft Farmland Preservation Plan and ordinance.**
- 3. Worked closely with County Board, Judiciary and Public Committee and local units of government on preparation and completion of decennial redistricting process for Winnebago County.**
- 4. Completed extensive research, preparation and evaluation of vendor software proposals for new Property Listing and Tax Collection Software System to replace antiquated AS-400 system. In addition, negotiated and awarded contract to successful vendor, and began implementation of new software in collaboration with vendor.**
- 5. Successfully notified approximately 1800 owners of private onsite wastewater treatment systems (septic systems) of the requirement to have their septic tanks pumped and inspected by a licensed pumper. Full compliance with the septic system maintenance program was achieved for the beginning of the second three year cycle.**
- 6. Successfully trained a new Code Enforcement Officer who passed two exams to acquire needed credentials.**
- 7. Began implementation of recent 5 year update to the Land Records Modernization Plan.**
- 8. Completed online reporting system to allow the County Zoning Office and private contractors to seamlessly report properties that had their septic systems pumped and as well as to better prepare property owner notifications.**
- 9. Provided staff assistance to the Industrial Development Board on economic development related activities in Winnebago County, including managing related Revolving Loan Funds with businesses and communities.**

**2012 GOALS & OBJECTIVES:**

- 1. Assist Planning and Zoning Committee and County Board with adoption of Comprehensive Revision of the County Zoning Ordinance.**
- 2. Learn, interpret and enforce the new zoning code which will be tentatively adopted January 2012. The new zoning code will also include the newly adopted NR115 (shore land regulations), renewable energy regulations, and new farmland preservation zoning requirements.**
- 3. Assist Planning and Zoning Committee and County Board with adoption of new state mandated County Farmland Preservation Plan.**
- 4. Continue implementation with consultant of new Property Listing and Tax Collection Software for Property Lister.**
- 5. Implement transition from antiquated Genamap platform for GIS to ArcGIS platform.**
- 6. Provide GIS services to Fox-Com for preparation and release of new CAD software platform.**
- 7. Complete and print new Official County Road Map.**
- 8. Send out second year of the second cycle of septic system maintenance notices to approximately 1800 residents. Code Officers continue to work with IS to implement of form of electronic reporting for better compliance.**
- 9. Continue to participate in Community Rating System Insurance program resulting in continued reduction in flood insurance premiums for residents of unincorporated areas of the County. Monitoring and reporting local flooding events is imperative to participate in the program.**

# PLANNING & ZONING

## 2012 BUDGET NARRATIVE HIGHLIGHTS

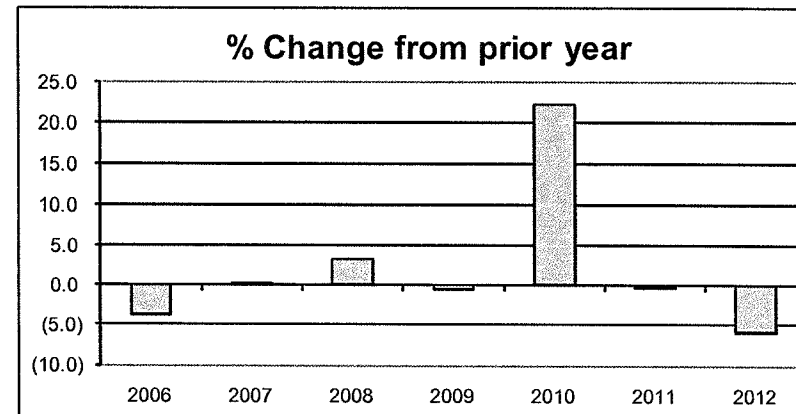
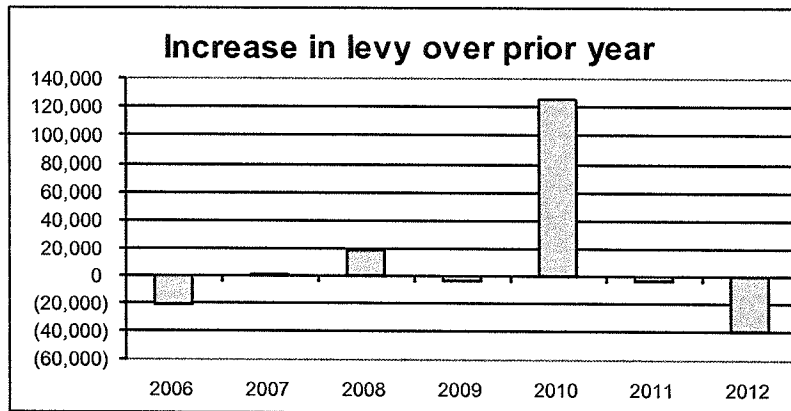
**NOTE:** This section contains Planning, Zoning, Geographic Information Systems (GIS), and Property Lister. All of these areas report to the County Planner. The financial information for Planning **excludes** the Property Lister from the totals. The Property Lister data is shown separately because it is a special apportionment.

### DEPARTMENT STAFFING (including Property Lister):

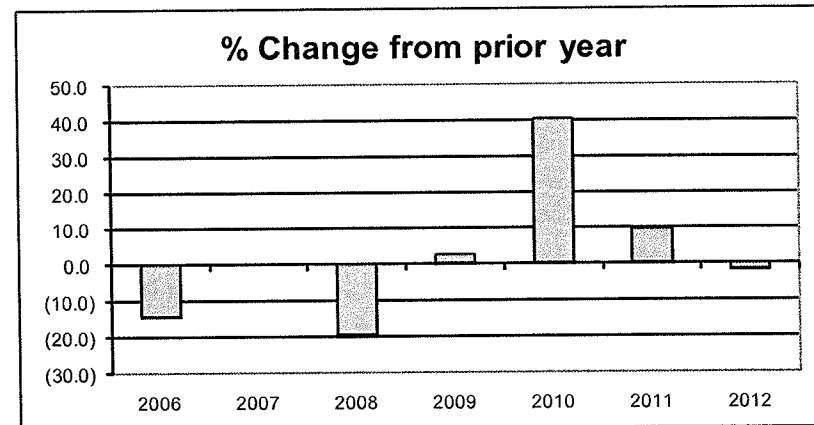
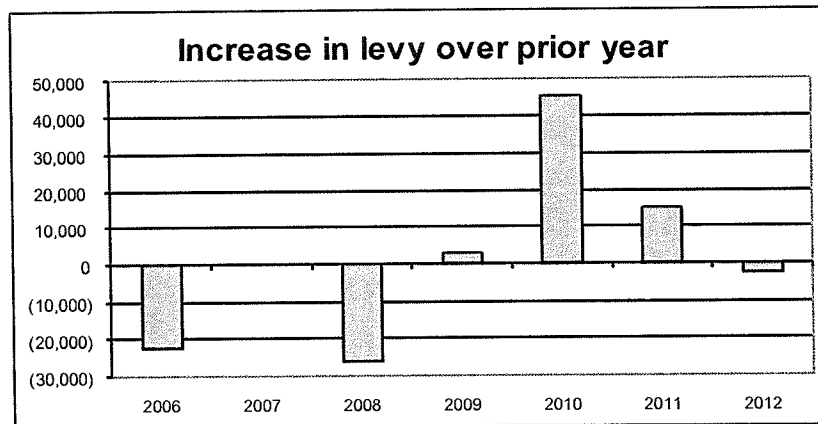
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	16	16	16	16	16	16	14	14	13	12
Part Time	0	0	0	0	0	0	2	2	2	2
Total	16	16	16	16	16	16	16	16	15	14

There were no changes in the table of organization in 2012. During 2011, there was a reduction of an Assistant Zoning Administrator.

**COUNTY LEVY PLANNING DEPT (EXCLUDING PROPERTY LISTER):** The tax levy for 2012 is \$645,838, a decrease of \$39,799 or 5.8% under 2011.



**LEVY FOR PROPERTY LISTER:** The net tax levy for this function is \$169,893, a decrease of \$2,704, or 1.6% under 2011. This levy is a special apportionment and is not levied to all municipalities of the County. As such we must reserve any unused funds from that department at year end and carry them forward to be applied against the Property Lister levy in the succeeding or future years.



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

## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Planning, Zoning & GIS

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 685,637	
<b>Revenue Changes - impact on levy:</b>		
Revenues	61,555	Most revenue decreased within the Zoning office due to decline in construction resulting in less permits, copies, and fees
<b>Expense Changes - impact on levy:</b>		
Wages	(50,626)	Reduction of one full time position.
Fringes	(55,793)	Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement, and from a reduction of one full time employee
Other small changes	5,065	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 645,838	

**Winnebago County**  
**Budget Detail - 2012**  
**Planning (Excludes Property Lister)**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Wisconsin Fund	27,150	6,100	9,379	8,300	16,000	16,000	16,000	92.8%
<b>Intergovernmental</b>	<b>27,150</b>	<b>6,100</b>	<b>9,379</b>	<b>8,300</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>92.8%</b>
Zoning Permits	92,060	85,320	84,035	64,350	34,485	34,485	34,485	-46.4%
Sanitation Permits	61,630	53,200	61,660	52,500	50,000	50,000	50,000	-4.8%
Storm Water Permits	40,658	29,402	6,730	8,500	5,600	5,600	5,600	-34.1%
<b>Licenses &amp; Permits</b>	<b>194,348</b>	<b>167,922</b>	<b>152,425</b>	<b>125,350</b>	<b>90,085</b>	<b>90,085</b>	<b>90,085</b>	<b>-28.1%</b>
County Fines	3,258	3,858	2,494	2,000	2,000	2,000	2,000	0.0%
<b>Fines &amp; Fortetures</b>	<b>3,258</b>	<b>3,858</b>	<b>2,494</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0.0%</b>
Forms, Copies, Etc.	35,278	27,880	34,965	28,065	22,370	22,370	22,370	-20.3%
Zoning Fees	55,155	39,780	43,560	32,820	19,525	19,525	19,525	-40.5%
Inspection Fees	49,780	48,635	48,475	44,000	46,000	46,000	46,000	4.5%
<b>Public Services</b>	<b>140,213</b>	<b>116,295</b>	<b>127,000</b>	<b>104,885</b>	<b>87,895</b>	<b>87,895</b>	<b>87,895</b>	<b>-16.2%</b>
D.P. Services	0	695	283	300	300	300	300	0.0%
<b>Interfund Revenues</b>	<b>0</b>	<b>695</b>	<b>283</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0.0%</b>
Other Transfers In	52,500	75,000	25,000	37,000	20,000	20,000	20,000	-45.9%
<b>Other Operating Transfers</b>	<b>52,500</b>	<b>75,000</b>	<b>25,000</b>	<b>37,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>-45.9%</b>
<b>TOTAL REVENUES</b>	<b>417,469</b>	<b>369,870</b>	<b>316,581</b>	<b>277,835</b>	<b>216,280</b>	<b>216,280</b>	<b>216,280</b>	<b>-22.2%</b>
Regular Pay	671,398	662,086	639,511	621,248	570,555	570,555	570,555	-8.2%
Overtime	1,128	475	81	447	514	514	514	15.0%
<b>Wages</b>	<b>672,526</b>	<b>662,561</b>	<b>639,592</b>	<b>621,695</b>	<b>571,069</b>	<b>571,069</b>	<b>571,069</b>	<b>-8.1%</b>
Fringe Benefits	285,530	315,069	280,055	282,668	226,875	226,875	226,875	-19.7%
<b>Fringes</b>	<b>285,530</b>	<b>315,069</b>	<b>280,055</b>	<b>282,668</b>	<b>226,875</b>	<b>226,875</b>	<b>226,875</b>	<b>-19.7%</b>
<b>Total Labor Costs</b>	<b>958,057</b>	<b>977,630</b>	<b>919,647</b>	<b>904,363</b>	<b>797,944</b>	<b>797,944</b>	<b>797,944</b>	<b>-11.8%</b>
Registration & Tuition	1,055	1,084	1,468	1,860	1,780	1,780	1,780	-4.3%

**Winnebago County**  
**Budget Detail - 2012**  
**Planning (Excludes Property Lister)**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Automobile Allowance	798	706	851	900	975	975	975	8.3%
Vehicle Lease	650	683	810	700	700	700	700	0.0%
Meals	153	103	70	275	250	250	250	-9.1%
Lodging	429	608	70	900	900	900	900	0.0%
Other Travel Exp	96	9	27	75	75	75	75	0.0%
Taxable Meals	26	59	40	25	100	100	100	300.0%
<b>Travel</b>	<b>3,206</b>	<b>3,253</b>	<b>3,336</b>	<b>4,735</b>	<b>4,780</b>	<b>4,780</b>	<b>4,780</b>	<b>1.0%</b>
Office Expenses								
Office Supplies	3,336	2,623	1,966	2,975	2,925	2,925	2,925	-1.7%
Stationery and Forms	478	336	285	450	250	250	250	-44.4%
Printing Supplies	887	627	446	650	550	550	550	-15.4%
Print & Duplicate	0	14	0	50	50	50	50	0.0%
Postage and Box Rent	20	31	21	50	50	50	50	0.0%
Computer Supplies	55	0	0	100	100	100	100	0.0%
Computer Software	17	0	0	100	100	100	100	0.0%
Advertising	400	0	0	0	0	0	0	NA
Subscriptions	453	373	484	525	500	500	500	-4.8%
Membership Dues	1,036	1,108	945	1,050	1,050	1,050	1,050	0.0%
Publish Legal Notices	8,432	4,243	4,239	4,700	4,700	4,700	4,700	0.0%
Operating Expenses								
Telephone	6,062	5,597	7,388	5,980	5,825	5,825	5,825	-2.6%
Food	53	34	0	50	25	25	25	-50.0%
Small Equipment	776	395	623	500	550	550	550	10.0%
Legal Fees	81	0	0	300	300	300	300	0.0%
Repairs & Maintenance								
Maintenance - Grounds	0	0	0	25	25	25	25	0.0%
Contractual Services								
Vehicle Repairs	259	905	449	1,000	1,250	1,250	1,250	25.0%
Equipment Repairs	645	600	0	400	400	400	400	0.0%
Transcription Services	1,524	1,745	2,050	1,800	1,500	1,500	1,500	-16.7%
Professional Service	10,062	9,093	0	0	0	0	0	NA
Insurance								
Operating Licenses & Fees	72	682	420	420	120	120	120	-71.4%
Other Sundry & Fixed Charges								
Operating Grants	27,150	6,100	9,379	8,300	16,000	16,000	16,000	92.8%
Interfund Expenses								
Print & Duplicate	2,693	3,914	4,235	3,750	2,950	2,950	2,950	-21.3%



**Winnebago County**  
**Budget Detail - 2012**  
**Planning (Excludes Property Lister)**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Postage and Box Rent	5,538	5,611	5,337	5,840	5,540	5,540	5,540	-5.1%
Motor Fuel	1,846	1,415	1,458	1,900	1,900	1,900	1,900	0.0%
Vehicle Repairs	606	250	662	1,300	1,300	1,300	1,300	0.0%
Equipment Repairs	1,287	1,254	1,188	1,056	1,056	1,056	1,056	0.0%
Other Contract Services	5,141	4,006	5,388	4,000	3,500	3,500	3,500	-12.5%
Prop. & Liab. Insurance	4,356	5,312	6,408	7,103	6,878	6,878	6,878	-3.2%
Other Operating Expenses	83,265	56,267	53,369	54,374	59,394	59,394	59,394	9.2%
<b>TOTAL EXPENSES</b>	<b>1,044,528</b>	<b>1,037,149</b>	<b>976,352</b>	<b>963,472</b>	<b>862,118</b>	<b>862,118</b>	<b>862,118</b>	<b>-10.5%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>627,059</b>	<b>667,279</b>	<b>659,771</b>	<b>685,637</b>	<b>645,838</b>	<b>645,838</b>	<b>645,838</b>	<b>-5.8%</b>

## PLANNING PROGRAM BUDGETS

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
Planning	086	326,866	1,175	-	9,884	337,925		337,925	341,048	351,866	(0.9)	(3.1)
Revenues	086						-	-	-	-	N/A	N/A
Zoning	087	288,991	2,130	-	46,785	337,906		337,906	433,086	456,020	(22.0)	(5.0)
Revenues	087						185,480	(185,480)	(228,435)	(270,605)	(18.8)	(15.6)
GIS	088	182,087	1,475	-	2,725	186,287		186,287	189,338	192,087	(1.6)	(1.4)
Revenues	088						30,800	(30,800)	(49,400)	(40,800)	(37.7)	21.1
Property Lister	089	142,529	100	-	28,264	170,893		170,893	173,597	203,421	(1.6)	(14.7)
Revenues	089						1,000	(1,000)	(1,000)	(1,000)	-	-
<b>Grand Totals</b>		<u>940,473</u>	<u>4,880</u>	<u>-</u>	<u>87,658</u>	<u>1,033,011</u>	<u>217,280</u>	<u>815,731</u>	<u>858,234</u>	<u>890,989</u>	<u>(5.0)</u>	<u>(3.7)</u>
Reserves applied								-		(45,000)	N/A	(100.0)
Net Levy								<u>815,731</u>	<u>858,234</u>	<u>845,989</u>	<u>(5.0)</u>	<u>1.4</u>

# **SIGNIFICANT CHANGES FROM 2011 ADOPTED - Property Lister**

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 172,597	Reduced by reserves applied of \$45,000.
<b>Revenue Changes - impact on levy:</b>		
<b>Expense Changes - impact on levy:</b>		
Fringe benefits	(10,777)	Decrease due to employees now having to pay 1/2 of the required contribution to Wisconsin Retirement.
Data processing	7,050	Increase due Tax Lister's portion of the maintenance costs of a new tax software program.
Other small changes	1,023	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 169,893	

**Winnebago County**  
**Budget Detail - 2012**  
**Property Lister**  
100 - 089

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Forms, Copies, Etc.	1,042	1,184	655	1,000	1,000	1,000	1,000	0.0%
Public Services	1,042	1,184	655	1,000	1,000	1,000	1,000	0.0%
<b>TOTAL REVENUES</b>	<b>1,042</b>	<b>1,184</b>	<b>655</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0.0%</b>
Regular Pay	91,642	94,555	102,735	109,158	110,810	110,810	110,810	1.5%
Wages	91,642	94,555	102,735	109,158	110,810	110,810	110,810	1.5%
Fringe Benefits	31,667	33,025	34,403	42,496	31,719	31,719	31,719	-25.4%
Fringes	31,667	33,025	34,403	42,496	31,719	31,719	31,719	-25.4%
<b>Total Labor Costs</b>	<b>123,309</b>	<b>127,581</b>	<b>137,138</b>	<b>151,654</b>	<b>142,529</b>	<b>142,529</b>	<b>142,529</b>	<b>-6.0%</b>
Registration & Tuition	0	0	0	50	0	0	0	0.0%
Automobile Allowance	0	88	0	200	75	75	75	-62.5%
Lodging	0	0	0	50	0	0	0	0.0%
Taxable Meals	0	27	0	100	25	25	25	-75.0%
Travel	0	115	0	400	100	100	100	-75.0%
Office Expenses								
Office Supplies	1,406	554	1,386	2,000	1,900	1,900	1,900	-5.0%
Printing Supplies	227	221	147	350	315	315	315	-10.0%
Postage and Box Rent	0	3	0	0	0	0	0	NA
Membership Dues	60	60	60	60	60	60	60	0.0%
Operating Expenses								
Telephone	703	718	889	800	900	900	900	12.5%
Contractual Services								
Equipment Repairs	75	0	0	0	0	0	0	NA
Data Processing	7,616	8,116	8,116	15,000	22,050	22,050	22,050	47.0%
Interfund Expenses								
Office Supplies	690	695	283	300	250	250	250	-16.7%
Print & Duplicate	1,690	1,668	1,589	2,300	2,000	2,000	2,000	-13.0%
Postage and Box Rent	43	37	46	100	100	100	100	0.0%
Equipment Repairs	297	330	198	198	198	198	198	0.0%
Prop. & Liab. Insurance	408	381	408	435	491	491	491	12.9%

**Winnebago County**  
**Budget Detail - 2012**  
**Property Lister**  
100 - 089

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Operating Expenses	13,215	12,782	13,122	21,543	28,264	28,264	28,264	31.2%
TOTAL EXPENSES	136,524	140,477	150,260	173,597	170,893	170,893	170,893	-1.6%
LEVY BEFORE ADJUSTMENTS	135,482	139,294	149,605	172,597	169,893	169,893	169,893	-1.6%

# LAND RECORDS MODERNIZATION FUND

## 2012 BUDGET NARRATIVE HIGHLIGHTS

**DESCRIPTION:** The Land Records Modernization Fund is a separate fund created under Wisconsin Statutes which receives money when people register documents at the Register of Deeds office. Monies accumulated in this fund can be used for land records modernization project costs which can include equipment and software purchases as well as training in their use. The funds can also be used to retire debt incurred to purchase and install these systems.

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

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

**SIGNIFICANT CHANGES FROM 2011 ADOPTED - Land Records Modernization**

Account	Effect on Surplus Increase (Decrease)	Total	Description
<b>Significant changes from 2011</b>			
<b>2011 Budgeted Surplus / (Deficit)</b>		\$ (20,790)	
<b>Revenue Changes - impact on surplus:</b>			
Recording fees	(21,000)		Due to economy there are less recording revenues being generated.
<b>Expense Changes - impact on surplus:</b>			
Travel	(9,386)		Additional training in 2012 for transitioning to AroGIS platform
Capital	8,000		There will be no capital request for 2012
Computer Software	29,500		Decrease due to a one time purchase of a server in 2011
Small Equipment	34,650		Less small equipment requested in 2012
Data Processing	11,000		Decrease due to elimination of support for Genamap software
Professional Services	(94,500)		Increase due to consulting services required to implement a new computer program. Also to purchase software to assist in indexing documents converted from 1935 to 1973
Transfer Out	17,000		Less transferred to GIS to reduce their tax levy
Other small changes	3,896		This is a combination of small increases and decreases to revenue and expense accounts
<b>2012 Budgeted Surplus / (Deficit)</b>		\$ (50)	

**Winnebago County**  
**Budget Detail - 2012**  
**Land Records Modernization**  
100 - 081

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	300	300	300	300	300	300	300	0.0%
Intergovernmental	300	300	300	300	300	300	300	0.0%
Recording Fees	165,075	186,815	217,095	256,000	235,000	235,000	235,000	-8.2%
Reimbursed Costs	4,800	0	0	0	0	0	0	NA
Public Services	169,875	186,815	217,095	256,000	235,000	235,000	235,000	-8.2%
Cost Share - Municipalities	0	70,550	0	0	0	0	0	NA
Intergovernmental Services	0	70,550	0	0	0	0	0	NA
Recording Fees	70	50	496	0	400	400	400	NA
Redaction Fees	0	0	5	0	0	0	0	NA
Interfund Revenues	70	50	501	0	400	400	400	NA
Interest-Investments	11,012	2,907	1,322	1,500	1,300	1,300	1,300	-13.3%
Interest on Investments	11,012	2,907	1,322	1,500	1,300	1,300	1,300	-13.3%
<b>TOTAL REVENUES</b>	<b>181,257</b>	<b>260,622</b>	<b>219,218</b>	<b>257,800</b>	<b>237,000</b>	<b>237,000</b>	<b>237,000</b>	<b>-8.1%</b>
Registration & Tuition	225	225	70	225	8,050	8,050	8,050	3477.8%
Automobile Allowance	75	0	0	75	236	236	236	214.7%
Meals	0	0	0	0	450	450	450	NA
Lodging	0	0	0	0	950	950	950	NA
Travel	300	225	70	300	9,686	9,686	9,686	3128.7%
Other Equipment	0	0	31,737	8,000	0	0	0	0.0%
Capital	0	0	31,737	8,000	0	0	0	0.0%
Office Expenses								
Print & Duplicate	2,664	0	0	3,800	500	500	500	-86.8%
Computer Software	1,352	0	945	32,500	3,000	3,000	3,000	-90.8%
Operating Expenses								
Small Equipment	5,552	2,022	143	36,400	1,750	1,750	1,750	-95.2%
Contractual Services								
Equipment Repairs	1,400	2,039	2,371	2,052	2,491	2,491	2,491	21.4%



**Winnebago County  
Budget Detail - 2012  
Land Records Modernization  
100 - 081**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grounds Maintenance	356	650	0	1,500	500	500	500	-66.7%
Data Processing	76,410	77,948	76,459	79,500	68,500	68,500	68,500	-13.8%
Professional Service	36,329	116,264	51,600	35,500	130,000	130,000	130,000	266.2%
Microfilming Services	59,510	68,814	34,558	0	0	0	0	NA
Interfund Expenses								
Prop. & Liab. Insurance	492	474	492	458	523	523	523	14.2%
Other Operating Transfers								
Other Transfers Out	52,500	75,000	25,000	37,000	20,000	20,000	20,000	-45.9%
Other Operating Expenses	<u>236,566</u>	<u>343,211</u>	<u>191,568</u>	<u>228,710</u>	<u>227,264</u>	<u>227,264</u>	<u>227,264</u>	<u>-0.6%</u>
<b>TOTAL EXPENSES</b>	<u>236,866</u>	<u>343,436</u>	<u>223,375</u>	<u>237,010</u>	<u>236,950</u>	<u>236,950</u>	<u>236,950</u>	<u>0.0%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>55,609</u>	<u>82,815</u>	<u>4,157</u>	<u>(20,790)</u>	<u>(50)</u>	<u>(50)</u>	<u>(50)</u>	<u>-99.8%</u>
Fund Adjustment				20,790	50	50	50	
<b>Net Levy</b>				<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

# LAND & WATER CONSERVATION

Department: 100-082 Fund: General Fund  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD: Thomas Davies  
LOCATION: James P. Coughlin Center  
625 E. County Road Y, Suite 100  
Oshkosh, WI 54901

TELEPHONE: 232-1951

## MISSION STATEMENT:

To provide a full range of professional services in the planning, design, and implementation of programs and projects that protect, restore, and sustain the natural resources of Winnebago County.

## PROGRAM DESCRIPTION:

**LAND & WATER RESOURCE MANAGEMENT-** Land and water resource assessments, inventories, management plans, training and information and education services provided to landowners on individual land parcels and units of government for site specific and regional concerns. Complete, maintain and revise the State mandated, Winnebago County Land and Water Resource Management Plan.

**RESOURCE PLAN REVIEWS-** Review storm water management, surface drainage, and erosion control plans related to residential and agricultural land development projects and issue erosion control and livestock waste management permits and conduct onsite inspections of installed practices. These services are provided in accordance with the Winnebago County Livestock Waste Management, and Stormwater / Erosion Control ordinances. Provide State Stormwater compliance and storm water utility credit calculation service for all required county owned properties.

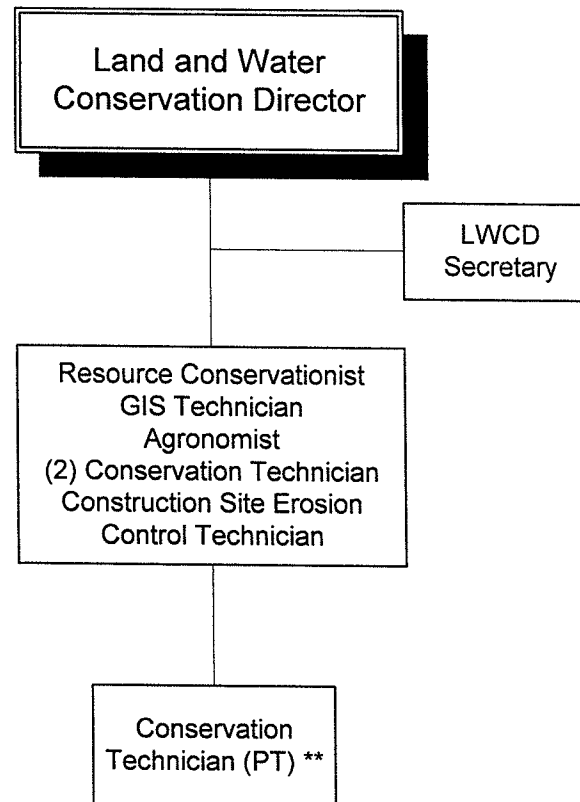
**DESIGN & CONSTRUCTION MANAGEMENT-** Design, cost estimation, layout, and construction oversight services for "best management practices" installed to improve and protect surface and ground water quality; prevent soil erosion; manage stormwater runoff; protect and expand woodland resources; restore and enhance wetlands and upland habitat and protect and restore stream banks and shorelands. This includes the administration and delivery of the USDA/WI Conservation Reserve Enhancement Program (CREP) and the State mandated Agricultural Performance Standards and Prohibitions.

## Grants Administration:

**SOIL & WATER RESOURCE MANAGEMENT PROGRAM** - source: WDATCP & WDNR, \$766,000 for staff support and cost sharing the installation of pollution abatement and water quality protection practices throughout the county. LWCD requested \$334,000 for cost share payments to landowners participating in this program.

**COUNTY WATER QUALITY IMPROVEMENT PROGRAM** – source: Winnebago County; provides \$85,000 to 100,000 annually to cost-share the installation of best management practices for the abatement of non-point pollution in situations where landowners are not eligible for other State or Federal funding and also to leverage additional funds by providing matching or contributory dollars within grant requests.

# LAND AND WATER CONSERVATION



\*\* Unclassified Position

# **LAND & WATER CONSERVATION**

**Department: 100-082 Fund: General Fund  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**  
**LOCATION:**

**Thomas E. Davies  
Winnebago County LWCD  
James P. Coughlin Center  
625 E. County Road Y, Suite 100  
Oshkosh, WI 54901-8131**

**TELEPHONE: 232-1951**

## **2011 ACCOMPLISHMENTS:**

- 1. Technical assistance services provided on 43 separate practices involving the planning, design and construction of land and water resource improvement, restoration and protection components. These include shoreline protection and restoration, waterways and diversions, roof runoff controls, livestock waste transfer and storage facilities, barnyard runoff control systems, wetland restorations and well abandonments.**
- 2. Technical assistance services were provided for 1134 individuals, 33 groups (1869 people), and 340 times for units of government.**
- 3. Approximately 55 cost-share contracts with landowners were processed, accounting for approx. \$142,000 in county, state and federal cost-share funds paid out for the installation of non-point pollution abatement measures throughout the county.**
- 4. Issued approx. 24 LWMO permits to various livestock operations around the county for new or expanded facilities. Continued the LWMO review program to inform livestock operators of the impacts of the ordinance on their operations and to help them avoid water pollution problems.**
- 5. Secured state & local grants for \$585,000 to support implementation of the LWCD's soil and water resource protection programs, including Land and Water Resource Mgmt. Plan Implementation, the State Ag Performance Standards and locally identified resource concerns.**
- 6. Completed Farmland Preservation Program compliance certifications for 84 landowners, affecting 14,500 acres of cropland and providing an estimated \$109,000 in tax credits for county participants.**
- 7. Continued formal implementation of the Ag Performance Standards in accordance with NR 151 and DATCP 50 targeting the FPP participants, and tracked compliance on the GIS based recording system.**
- 8. Completed design and publishing of the new Winnebago County plat book for distribution in 2012.**

9. Completed WDNR MS4 phase two permit requirements for WC.
10. Issued approx. 140 Erosion Control Permits and completed over 160 EC permit inspections generating approx. \$37,000 in revenue.
11. Coordinated and administered the sale of 51,000 trees, 19,100 trees planted with county planters, 30 acres of prairie planted with the county seeder and the sale of related supplies to approx. 25 landowners in Winnebago County.
12. Coordinated, conducted and installed numerous I & E presentations and demonstration projects, including Conservation Field Days, SECO, Working Lands Initiative & LWMO informational meetings, and LWCD Awareness presentations to Local, State and Federal Agencies, the Media, Private Organizations and Industry.

#### **2012 GOALS & OBJECTIVES:**

1. Secure \$615,000 in funding sources to support administrative and technical components of the department's soil and water resource protection programs including cost-sharing for pollution abatement measures installed by landowners throughout Winnebago County.
2. Continue the County funded Water Quality Improvement Program, providing \$90,000 to \$100,000 in annual cost-share funds toward pollution abatement projects at critical or high priority sites throughout the county.
3. Continue implementation of the Agricultural Performance Standards as identified in the Winnebago County LWRMP and required by the State Law, targeting the FPP participants required to meet the Standards in order to receive their tax credits.
4. Continue to improve the EC Permit inspection program and Permit Zone functions. Increase interdepartmental communication regarding ordinance enforcement, SECO & LWMO permits, and the implementation and administration of NR216 – Storm water Pollution Prevention Program, to better serve the constituents of Winnebago County.
5. Sign 40 new cost share agreements for the installation of conservation practices with landowners of Winnebago County and utilize the Targeted Runoff Management Grant on the Oakridge Road Groundwater Remediation Project.
6. Coordinate, conduct and install numerous I & E presentations and demonstration projects, including Conservation Field Days, Town meetings, SECO & LWMO informational meetings and overall LWCD Awareness presentations to Local and Regional Organizations and Industry.
7. Assist local organizations and municipalities with Invasive Species issues.
8. Seek out new funding and grant sources to implement conservation practices on developed and undeveloped sites and to provide information and education throughout Winnebago County.
9. Sell 300 Winnebago County 2012 Plat Books generating \$10,500 of levy reducing revenue.

# LAND & WATER CONSERVATION

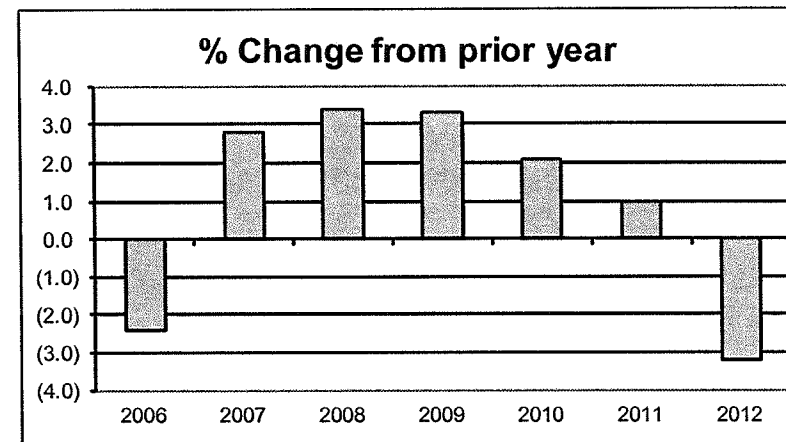
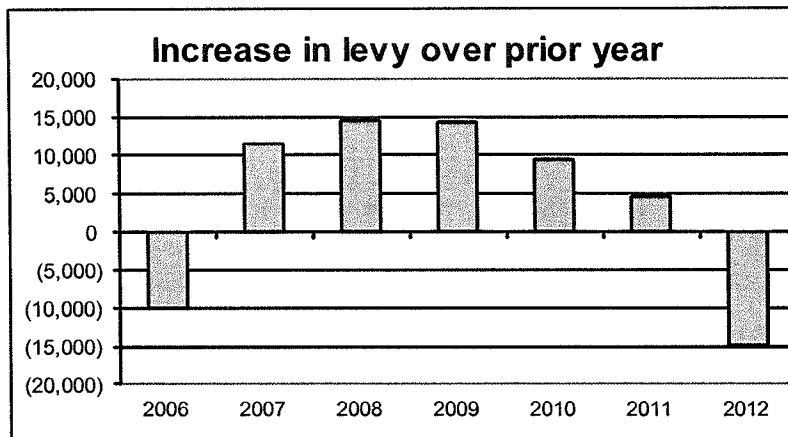
## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	8	8	8	7	7	7	7	7	8	8
Part Time	0	0	0	1	1	1	1	1	0	0
Total	8	8	8	8	8	8	8	8	8	8

There are no changes to the table of organization for 2012.

**COUNTY LEVY:** The tax levy for 2012 is \$446,736, a decrease of \$14,925 or 3.2% under 2011.



## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Land & Water Conservation

Account	Amount	Description
<b>Significant changes from 2011</b>		
<b>Tax Levy 2011</b>	\$ 461,661	
<b>Revenue Changes - impact on levy:</b>		
Grant revenue	31,500	The majority of the decrease is to reflect lower participation in the Wildlife Damage Abatement and Claims Program.
Sale of property and equipment	(6,500)	One time sale of old survey equipment to offset the cost of updating our current system
Material sales	(9,250)	Additional revenue generated by the sale of the new 2012 Plat Book.
Conservation services	(3,700)	Additional reimbursed labor costs from other Agencies for installation and review of Conservation Practices
<b>Expense Changes - impact on levy:</b>		
Fringes	(18,365)	Decrease because employees are now required to pay 1/2 of the required contribution to Wisconsin Retirement as a result of Wisconsin Act 10 (budget repair bill) and the Wisconsin State biennial budget 2012-14.
Capital	20,000	Increase due to a one time purchase of surveying equipment
Operating grants	(16,300)	Reduction reflects lower participation in the Wildlife Damage Abatement and Claims Program
Other small changes	(12,310)	This is a combination of small increases and decreases to revenue and expense accounts
<b>Tax Levy 2012</b>	\$ 446,736	

**Winnebago County**  
**Budget Detail - 2012**  
**Land & Water Conservation**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	327,260	415,697	285,747	539,500	508,000	508,000	508,000	-5.8%
<b>Intergovernmental</b>	<b>327,260</b>	<b>415,697</b>	<b>285,747</b>	<b>539,500</b>	<b>508,000</b>	<b>508,000</b>	<b>508,000</b>	<b>-5.8%</b>
EC Permits	8,610	8,295	29,805	32,300	34,000	34,000	34,000	5.3%
<b>Licenses &amp; Permits</b>	<b>8,610</b>	<b>8,295</b>	<b>29,805</b>	<b>32,300</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>	<b>5.3%</b>
County Fines	0	0	0	0	300	300	300	NA
<b>Fines &amp; Fortetures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>NA</b>
Forms, Copies, Etc.	9	10	12	25	25	25	25	0.0%
Inspection Fees	7,110	9,630	9,450	10,800	10,800	10,800	10,800	0.0%
Donations	0	69	0	0	0	0	0	NA
Other Public Charges	5,648	2,929	2,250	7,000	9,000	9,000	9,000	28.6%
<b>Public Services</b>	<b>12,767</b>	<b>12,638</b>	<b>11,712</b>	<b>17,825</b>	<b>19,825</b>	<b>19,825</b>	<b>19,825</b>	<b>11.2%</b>
Cost Share - Municipalities	0	25	0	0	0	0	0	NA
<b>Intergovernmental Services</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Conservation Services	164	1,073	1,568	3,500	7,200	7,200	7,200	105.7%
Conservation Services	12,445	15,666	13,150	16,308	18,604	18,604	18,604	14.1%
<b>Interfund Revenues</b>	<b>12,609</b>	<b>16,739</b>	<b>14,718</b>	<b>19,808</b>	<b>25,804</b>	<b>25,804</b>	<b>25,804</b>	<b>30.3%</b>
Rental - Equipment	902	1,254	1,391	2,000	1,400	1,400	1,400	-30.0%
Sale Of Prop & Equip	0	0	0	0	6,500	6,500	6,500	NA
Material Sales	7,874	7,959	5,586	7,000	16,250	16,250	16,250	132.1%
<b>Miscellaneous Revenues</b>	<b>8,776</b>	<b>9,213</b>	<b>6,976</b>	<b>9,000</b>	<b>24,150</b>	<b>24,150</b>	<b>24,150</b>	<b>168.3%</b>
<b>TOTAL REVENUES</b>	<b>370,022</b>	<b>462,606</b>	<b>348,958</b>	<b>618,433</b>	<b>612,079</b>	<b>612,079</b>	<b>612,079</b>	<b>-1.0%</b>
Regular Pay	356,705	368,896	356,257	381,962	391,340	391,340	391,340	2.5%
<b>Wages</b>	<b>356,705</b>	<b>368,896</b>	<b>356,257</b>	<b>381,962</b>	<b>391,340</b>	<b>391,340</b>	<b>391,340</b>	<b>2.5%</b>
Fringe Benefits	155,358	166,329	153,902	176,549	148,026	158,184	158,184	-10.4%
<b>Fringes</b>	<b>155,358</b>	<b>166,329</b>	<b>153,902</b>	<b>176,549</b>	<b>148,026</b>	<b>158,184</b>	<b>158,184</b>	<b>-10.4%</b>



**Winnebago County**  
**Budget Detail - 2012**  
**Land & Water Conservation**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Total Labor Costs</b>	<b>512,063</b>	<b>535,225</b>	<b>510,159</b>	<b>558,511</b>	<b>539,366</b>	<b>549,524</b>	<b>549,524</b>	<b>-1.6%</b>
Registration & Tuition	1,790	2,460	1,926	2,400	4,000	4,000	4,000	66.7%
Automobile Allowance	223	0	0	150	150	150	150	0.0%
Meals	180	86	204	300	500	500	500	66.7%
Lodging	412	706	690	1,000	1,500	1,342	1,342	34.2%
Other Travel Exp	2	0	1	50	50	50	50	0.0%
Taxable Meals	66	55	22	100	150	150	150	50.0%
<b>Travel</b>	<b>2,674</b>	<b>3,307</b>	<b>2,843</b>	<b>4,000</b>	<b>6,350</b>	<b>6,192</b>	<b>6,192</b>	<b>54.8%</b>
Other Equipment	0	0	21,840	0	20,000	20,000	20,000	NA
<b>Capital</b>	<b>0</b>	<b>0</b>	<b>21,840</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>NA</b>
Office Expenses								
Office Supplies	1,871	756	971	1,000	1,200	1,200	1,200	20.0%
Stationery and Forms	99	136	277	250	250	250	250	0.0%
Printing Supplies	387	324	346	400	400	400	400	0.0%
Print & Duplicate	492	593	36	5,600	400	400	400	-92.9%
Postage and Box Rent	1,211	1,371	88	150	150	150	150	0.0%
Computer Supplies	0	0	151	250	250	250	250	0.0%
Computer Software	2,271	9,306	4,267	4,100	4,200	4,200	4,200	2.4%
Advertising	381	463	30	200	150	150	150	-25.0%
Subscriptions	150	193	151	200	200	200	200	0.0%
Membership Dues	2,145	2,118	2,580	3,000	3,000	3,000	4,900	63.3%
Operating Expenses								
Telephone	2,058	1,741	2,082	1,600	2,000	2,000	2,000	25.0%
Agricultural Supplies	1,733	5,147	2,121	3,500	3,500	3,500	3,500	0.0%
Food	84	233	125	200	200	200	200	0.0%
Small Equipment	1,304	1,288	1,233	1,500	1,500	1,500	1,500	0.0%
Other Operating Supplies	190	66	165	300	300	300	300	0.0%
Repairs & Maintenance								
Maintenance - Equipment	119	120	249	200	200	200	200	0.0%
Maintenance-Vehicles	243	240	240	200	200	200	200	0.0%
Maintenance Supplies								
Motor Fuel	78	21	35	75	76	76	76	1.3%
Contractual Services								

**Winnebago County  
Budget Detail - 2012  
Land & Water Conservation  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Vehicle Repairs	250	1,035	0	300	300	300	300	0.0%
Equipment Repairs	427	258	130	400	300	300	300	-25.0%
Other Contract Serv.	27,049	18,588	16,501	40,900	25,700	25,700	25,700	-37.2%
Insurance								
Operating Licenses & Fees	620	569	788	800	700	700	700	-12.5%
Other Sundry & Fixed Charges								
Operating Grants	195,233	264,462	94,393	438,500	432,200	422,200	422,200	-3.7%
Interfund Expenses								
Print & Duplicate	972	1,040	1,862	2,000	1,800	1,800	1,800	-10.0%
Postage and Box Rent	735	724	704	1,000	800	800	800	-20.0%
Maintenance Vehicles	374	425	350	500	500	500	500	0.0%
Motor Fuel	3,666	3,007	3,653	2,500	3,000	3,000	3,000	20.0%
Vehicle Repairs	2,766	573	240	1,000	1,000	1,000	1,000	0.0%
Equipment Repairs	363	363	363	396	363	363	363	-8.3%
Prop. & Liab. Insurance	7,308	6,209	6,084	6,412	6,110	6,110	6,110	-4.7%
Operating licenses & fees	210	101	94	150	250	250	250	66.7%
Other Operating Expenses	254,791	321,468	140,308	517,583	491,199	481,199	483,099	-6.7%
<b>TOTAL EXPENSES</b>	<b>769,527</b>	<b>860,001</b>	<b>675,151</b>	<b>1,080,094</b>	<b>1,056,915</b>	<b>1,056,915</b>	<b>1,058,815</b>	<b>-2.0%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>399,505</b>	<b>397,394</b>	<b>326,193</b>	<b>461,661</b>	<b>444,836</b>	<b>444,836</b>	<b>446,736</b>	<b>-3.2%</b>

# **LAND & WATER CONSERVATION PROGRAM BUDGETS**

NAME	NUMBER	LABOR	TRAVEL & MEETINGS	CAPITAL	OTHER EXPENSES	TOTAL EXPENSES	REVENUES	TOTALS BY YEAR			ANNUAL PERCENT INCREASES	
								2012 ADOPTED	2011 ADOPTED	2010 ADOPTED	2012 OVER 2011	2011 OVER 2010
Land & Water Conservation	0000	549,524	6,192	20,000	116,099	691,815		691,815	696,594	697,492	(0.7)	(0.1)
Revenues							104,079	(104,079)	(78,933)	(81,975)	31.9	(3.7)
SWRM	7127	-	-	-	284,000	284,000		284,000	283,000	184,000	0.4	53.8
Revenues							420,000	(420,000)	(434,000)	(337,000)	(3.2)	28.8
Wild Life Claims	7129	-	-	-	25,000	25,000		25,000	40,000	40,000	(37.5)	0.0
Revenues							28,000	(28,000)	(43,000)	(45,000)	(34.9)	(4.4)
Invasive Species	7133	-	-	-	15,500	15,500		15,500	18,000	14,500	N/A	N/A
Revenues							17,500	(17,500)	(20,000)	(15,000)	N/A	N/A
WI Lakes Planning	7134	-	-	-	2,500	2,500		2,500	2,500	2,500	N/A	N/A
Revenues							2,500	(2,500)	(2,500)	(2,500)	N/A	N/A
Lakes Protection	7136	-	-	-	40,000	40,000		40,000	40,000	40,000	N/A	N/A
Revenues							40,000	(40,000)	(40,000)	(40,000)	N/A	N/A
<b>Grand Totals</b>		<u>549,524</u>	<u>6,192</u>	<u>20,000</u>	<u>483,099</u>	<u>1,058,815</u>	<u>612,079</u>	<u>446,736</u>	<u>461,661</u>	<u>457,017</u>	<u>(3.2)</u>	<u>1.0</u>

## SUMMARY BY DIVISION

	<u>Expenses</u>	<u>Revenues</u>	<u>Adjustments</u>	<u>Levy</u>
<b>NON-DIVISIONAL BUDGETS</b>				
County Board	\$ 311,313	\$ 61	\$ -	\$ 311,252
Scholarship Program	9,000	9,450	450	-
Unclassified	3,669,825	3,846,250	-	(176,425)
	<u>\$ 3,990,138</u>	<u>\$ 3,855,761</u>	<u>\$ 450</u>	<u>\$ 134,827</u>

# **COUNTY BOARD**

**Department: 100-001    Fund: General Fund**  
**2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:**

**David Albrecht**

**TELEPHONE: 232-3439**

**LOCATION:**

**Winnebago County**  
**112 Otter Avenue**  
**Oshkosh, WI 54901**

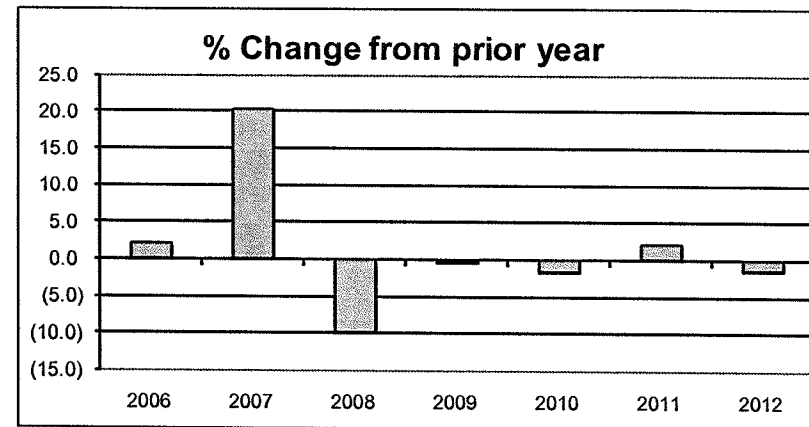
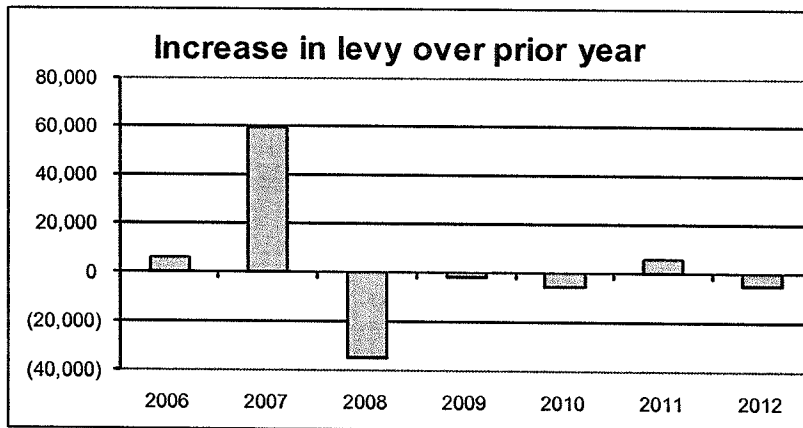
**MISSION STATEMENT:**

**To set broad policy measures with regard to the needs of the County taxpayer. Evaluate the results of this policy and ongoing programs that have been previously established. Measure the effectiveness of the personnel assigned to oversee the policies and programs.**

# COUNTY BOARD

## 2012 BUDGET NARRATIVE HIGHLIGHTS

**COUNTY LEVY:** The 2012 tax levy is \$311,252, a decrease of \$4,820 or 1.5% under 2011.



### Scholarship Fund:

**COUNTY LEVY:** The tax levy for the scholarship program is \$9,000 for 2012, up \$2,000 over 2011. It is treated as an operating grant in the General Fund Misc unclassified cost center and is treated as grant revenue on the Scholarship Program budget detail sheet.

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

# SIGNIFICANT CHANGES FROM 2011 ADOPTED - County Board

Account	Amount	Description
Significant changes from 2011		
Tax Levy 2011	\$ 316,072	
Revenue Changes - impact on levy:		
Expense Changes - impact on levy:		
Other small changes	(4,820)	This is a combination of small increases and decreases to revenue and expense accounts
Tax Levy 2012	\$ 311,252	

**Winnebago County**  
**Budget Detail - 2012**  
**County Board**  
100 - 001

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Material Sales	57	10	38	61	61	61	61	0.0%
Miscellaneous Revenues	57	10	38	61	61	61	61	0.0%
<b>TOTAL REVENUES</b>	<b>57</b>	<b>10</b>	<b>38</b>	<b>61</b>	<b>61</b>	<b>61</b>	<b>61</b>	<b>0.0%</b>
Elected Officials	127,306	132,362	119,602	142,800	141,372	139,372	139,372	-2.4%
Citizen Board Per Diem	23,230	26,114	23,232	25,500	25,245	25,245	25,245	-1.0%
Other Per Diem	3,060	0	0	2,535	2,510	2,510	2,510	-1.0%
Jury Expense	0	0	2	0	0	0	0	NA
<b>Wages</b>	<b>153,596</b>	<b>158,476</b>	<b>142,836</b>	<b>170,835</b>	<b>169,127</b>	<b>167,127</b>	<b>167,127</b>	<b>-2.2%</b>
Fringe Benefits	11,785	12,322	11,157	11,836	11,836	11,836	11,836	0.0%
Unemployment Comp	6	0	1,937	0	0	0	0	NA
<b>Fringes</b>	<b>11,791</b>	<b>12,322</b>	<b>13,094</b>	<b>11,836</b>	<b>11,836</b>	<b>11,836</b>	<b>11,836</b>	<b>0.0%</b>
<b>Total Labor Costs</b>	<b>165,387</b>	<b>170,798</b>	<b>155,931</b>	<b>182,671</b>	<b>180,963</b>	<b>178,963</b>	<b>178,963</b>	<b>-2.0%</b>
Registration & Tuition	8,291	6,659	6,799	11,220	11,108	11,108	11,108	-1.0%
Automobile Allowance	38,324	38,706	30,967	39,780	39,382	39,382	39,382	-1.0%
Commercial Travel	997	760	573	3,148	3,117	3,117	3,117	-1.0%
Meals	1,742	1,663	1,698	4,406	4,362	4,362	4,362	-1.0%
Lodging	10,389	9,114	8,620	13,564	13,428	13,428	13,428	-1.0%
Other Travel Exp	428	798	910	1,020	1,010	1,010	1,010	-1.0%
Taxable Meals	604	696	641	663	656	656	656	-1.1%
<b>Travel</b>	<b>60,777</b>	<b>58,395</b>	<b>50,208</b>	<b>73,801</b>	<b>73,063</b>	<b>73,063</b>	<b>73,063</b>	<b>-1.0%</b>
Office Expenses								
Office Supplies	201	46	230	330	327	327	327	-0.9%
Stationery and Forms	145	127	42	153	151	151	151	-1.3%
Printing Supplies	116	0	112	102	101	101	101	-1.0%
Print & Duplicate	30	0	166	31	30	30	30	-3.2%
Postage and Box Rent	1	0	0	0	0	0	0	NA
Computer Software	0	2,165	0	0	0	0	0	NA
Advertising	0	0	0	840	832	832	832	-1.0%
Subscriptions	980	940	1,250	1,224	1,212	1,212	1,212	-1.0%
Membership Dues	25,850	19,461	22,781	25,081	24,830	24,830	24,830	-1.0%



**Winnebago County**  
**Budget Detail - 2012**  
**County Board**  
100 - 001

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Publish Legal Notices	32,544	21,860	33,936	35,700	35,700	35,700	35,700	0.0%
Photo Processing	280	3,511	1,102	408	404	404	404	-1.0%
Operating Expenses								
Telephone	548	485	622	714	707	707	707	-1.0%
Food	344	67	106	51	50	50	50	-2.0%
Small Equipment	0	0	5	0	0	0	0	NA
Other Operating Supplies	1,526	665	802	510	505	505	505	-1.0%
Donated Goods & Services	0	50	0	0	0	0	0	NA
Repairs & Maintenance								
Repair & Maintenance Supplies	955	0	0	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	3,804	3,097	3,174	4,182	4,140	4,140	4,140	-1.0%
Postage and Box Rent	3,491	3,336	3,041	3,672	3,635	3,635	3,635	-1.0%
Equipment Repairs	132	132	165	168	168	168	168	0.0%
Prop. & Liab. Insurance	708	782	756	775	775	775	775	0.0%
Personnel Services	(10,957)	(9,933)	(9,714)	(14,280)	(14,280)	(14,280)	(14,280)	0.0%
Other Operating Expenses	60,699	46,791	58,577	59,661	59,287	59,287	59,287	-0.6%
<b>TOTAL EXPENSES</b>	<b>286,862</b>	<b>275,984</b>	<b>264,716</b>	<b>316,133</b>	<b>313,313</b>	<b>311,313</b>	<b>311,313</b>	<b>-1.5%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>286,805</b>	<b>275,975</b>	<b>264,678</b>	<b>316,072</b>	<b>313,252</b>	<b>311,252</b>	<b>311,252</b>	<b>-1.5%</b>

**Winnebago County  
Budget Detail - 2012  
Scholarship Program**  
100 - 060

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	9,000	9,000	9,000	7,000	7,000	7,000	9,000	28.6%
<b>Intergovernmental</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>9,000</b>	<b>28.6%</b>
Donations	50	60	70	150	150	150	150	0.0%
<b>Public Services</b>	<b>50</b>	<b>60</b>	<b>70</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>150</b>	<b>0.0%</b>
Interest-Investments	844	681	359	300	300	300	300	0.0%
<b>Interest on Investments</b>	<b>844</b>	<b>681</b>	<b>359</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0.0%</b>
<b>TOTAL REVENUES</b>	<b>9,894</b>	<b>9,741</b>	<b>9,429</b>	<b>7,450</b>	<b>7,450</b>	<b>7,450</b>	<b>9,450</b>	<b>26.8%</b>
Other Sundry & Fixed Charges								
Operating Grants	7,000	6,500	7,000	9,000	6,550	7,000	9,000	0.0%
<b>Other Operating Expenses</b>	<b>7,000</b>	<b>6,500</b>	<b>7,000</b>	<b>9,000</b>	<b>6,550</b>	<b>7,000</b>	<b>9,000</b>	<b>0.0%</b>
<b>TOTAL EXPENSES</b>	<b>7,000</b>	<b>6,500</b>	<b>7,000</b>	<b>9,000</b>	<b>6,550</b>	<b>7,000</b>	<b>9,000</b>	<b>0.0%</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>(2,894)</b>	<b>(3,241)</b>	<b>(2,429)</b>	<b>1,550</b>	<b>(900)</b>	<b>(450)</b>	<b>(450)</b>	<b>-129.0%</b>
Fund Adjustments				(1,550)	900	450	450	
<b>Net Levy</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

# MISCELLANEOUS AND UNCLASSIFIED

## 2012 BUDGET NARRATIVE HIGHLIGHTS

**DEPARTMENT DESCRIPTION:** This area of the budget contains expenditures and revenues that cannot be assigned to a particular department. This includes contingency funds and transfers to other funds in the expenditure area. The revenues are state-shared revenues, investment income, and indirect costs.

**DEPARTMENT STAFFING:** There is no county staffing charged to this department.

### **OVERALL:**

The net overall impact on property taxes is that the levy will go up by \$1,553,988. Projected decrease of \$150,000 in investment earnings and a reduction of \$819,000 in state shared revenue were the biggest factors. The County has also increased the amount reserved for contingencies by \$556,000.

## SIGNIFICANT CHANGES FROM 2011 ADOPTED - Miscellaneous & Unclassified

Account	Amount	Description
<b>Significant changes from 2011</b>		
Tax Levy 2011	\$ (1,730,413)	
<b>Revenue Changes - impact on levy:</b>		
State shared revenue	819,000	Reduction in shared revenue from State is \$743,000. This represents a 25% reduction to this revenue source which was part of the State Act 10 budget repair bill. The remainder is projected decreases in computer and utility aide. These two sources are also included in this line.
Interest on investments	150,000	Interest rates have dropped further and it is not likely that they will recover much during 2012. We also will not likely reach the amount budgeted for 2011.
<b>Expense Changes - impact on levy:</b>		
General contingency fund	556,000	Increased the amount budgeted on this line item because of uncertainties of all the impacts related to Wisconsin Act 10 (budget repair bill) and the State biennial budget for 2012-14.
Professional services	26,000	In prior years, investment management fees were netted against earnings. We are separating them from now on so we can clearly see what we are spending on this service.
Other small changes	2,988	This is a combination of increases and decreases in revenue and expense accounts.
Tax Levy 2012	\$ (176,425)	

**Winnebago County**  
**Budget Detail - 2012**  
**Miscellaneous & Unclassified**

100 - 039

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
<b>Taxes</b>	<b>824</b>	<b>539</b>	<b>5,191</b>	<b>5,200</b>	<b>5,150</b>	<b>5,150</b>	<b>5,150</b>	<b>-1.0%</b>
State Shared Revenue	4,378,061	4,329,383	4,082,225	3,995,000	3,176,000	3,176,000	3,176,000	-20.5%
Indirect Cost	104,701	109,214	52,564	110,000	110,000	110,000	110,000	0.0%
<b>Intergovernmental</b>	<b>4,482,762</b>	<b>4,438,597</b>	<b>4,134,790</b>	<b>4,105,000</b>	<b>3,286,000</b>	<b>3,286,000</b>	<b>3,286,000</b>	<b>-20.0%</b>
Landfill Fees	0	0	51	0	0	0	0	NA
Other Public Charges	30	105	225	110	100	100	100	-9.1%
<b>Public Services</b>	<b>30</b>	<b>105</b>	<b>276</b>	<b>110</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>-9.1%</b>
Interest-Investments	1,480,922	913,067	595,049	650,000	450,000	500,000	500,000	-23.1%
Interest - IDB Loans	14,426	1,890	0	0	0	0	0	NA
<b>Interest on Investments</b>	<b>1,495,348</b>	<b>914,957</b>	<b>595,049</b>	<b>650,000</b>	<b>450,000</b>	<b>500,000</b>	<b>500,000</b>	<b>-23.1%</b>
Sale Of Prop & Equip	11,893	9,766	15,081	5,000	5,000	5,000	5,000	0.0%
Sale of Scrap	0	150	0	0	0	0	0	NA
Other Miscellaneous Revenues	151,440	45,970	86,228	40,000	50,000	50,000	50,000	25.0%
Cost Sharing Allocations	0	0	9	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>163,333</b>	<b>55,886</b>	<b>101,318</b>	<b>45,000</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>	<b>22.2%</b>
<b>TOTAL REVENUES</b>	<b>6,142,298</b>	<b>5,410,084</b>	<b>4,836,624</b>	<b>4,805,310</b>	<b>3,796,250</b>	<b>3,846,250</b>	<b>3,846,250</b>	<b>-20.0%</b>
Office Expenses								
Postage and Box Rent	21	432	157	100	150	150	150	50.0%
Subscriptions	0	630	0	0	0	0	0	NA
Contractual Services								
Professional Service	0	0	0	0	26,000	26,000	26,000	NA
Taxes & Assessments	1,606	0	23,281	2,000	2,000	2,000	2,000	0.0%
Insurance								
Claim Payments	0	0	5,000	5,000	5,000	5,000	5,000	0.0%
Other Sundry & Fixed Charges								
Bad Debts Expense	0	4,793	0	5,000	5,000	5,000	5,000	0.0%
Taxes & Assessments	13,811	10,143	11,274	15,000	15,000	15,000	15,000	0.0%
Tax Refunds	84,178	472	60,709	10,000	15,000	15,000	15,000	50.0%
Operating Grants	2,513,979	2,463,121	2,550,471	2,503,670	2,509,511	2,508,872	2,510,872	0.3%

**Winnebago County**  
**Budget Detail - 2012**  
**Miscellaneous & Unclassified**  
100 - 039

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Miscellaneous	451	2,121	58,871	1,000	1,000	1,000	1,000	0.0%
Interfund Expenses								
Postage and Box Rent	0	16	41	50	50	50	50	0.0%
Prop. & Liab. Insurance	9,468	6,788	6,612	8,077	8,753	8,753	8,753	8.4%
Other Uses of Funds								
Res-Contingencies	0	0	0	200,000	200,000	756,000	756,000	278.0%
Res-Salaries	0	0	0	325,000	325,000	325,000	325,000	0.0%
Other Operating Transfers								
Other Transfers Out	192,094	161,519	513,400	0	0	0	0	NA
Other Operating Expenses	<u>2,815,608</u>	<u>2,650,035</u>	<u>3,229,815</u>	<u>3,074,897</u>	<u>3,112,464</u>	<u>3,667,825</u>	<u>3,669,825</u>	<u>19.3%</u>
<b>TOTAL EXPENSES</b>	<u>2,815,608</u>	<u>2,650,035</u>	<u>3,229,815</u>	<u>3,074,897</u>	<u>3,112,464</u>	<u>3,667,825</u>	<u>3,669,825</u>	<u>19.3%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>(3,326,690)</u>	<u>(2,760,049)</u>	<u>(1,606,808)</u>	<u>(1,730,413)</u>	<u>(683,786)</u>	<u>(178,425)</u>	<u>(176,425)</u>	<u>-89.8%</u>

**WINNEBAGO COUNTY**  
**2012 BUDGET**  
**SCHEDULE OF MISCELLANEOUS OPERATING GRANT PAYMENTS**

	<u>2010 Budget</u>	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>Increase / (decrease) Amount</u>	<u>Percent</u>
Library (See attached schedule)	\$ 2,017,695	\$ 2,059,741	\$ 2,066,755	7,014	0.34
Library fees due for County resident usage of other library systems (Note1)	39,304	38,939	42,850	3,911	10.04
Regional Planning Commission	214,783	200,000	193,573	(6,427)	(3.21)
Housing Authority	1,200	1,200	1,200	0	0.00
ADVOCAP	31,300	31,926	32,565	639	2.00
County Fair Association	50,000	50,000	50,000	0	0.00
Centennial Celebration	0	0	0	0	0.00
Solid Waste Grant	0	0	0	0	0.00
Ambulance Service	3,200	3,264	3,329	65	1.99
Industrial Development Board Grant	88,600	86,600	86,600	0	0.00
Railroad Consortium	25,000	25,000	25,000	0	0.00
Scholarship Fund	9,000	7,000	9,000	2,000	28.57
Total	\$ <u>2,480,082</u>	\$ <u>2,503,670</u>	\$ <u>2,510,872</u>	<u>7,202</u>	<u>0.29</u>

**Note 1:** Starting in 2008, Counties are now required to pay neighboring Counties for their residents use of out-of-County library systems.

**COUNTY LIBRARY LEVY REQUEST  
COMPARATIVE DATA  
LEVY ANALYSIS**

		<u>Used for 2012 library allocation</u>					<u>Change 2012 over / (under) 2011</u>	
	<u>2011 Net Library Budget</u>	<u>Percent of County Users/Usage</u>	<u>2010 Library Allocation</u>	<u>2011 Library Allocation</u>	<u>2012 Library Allocation</u>		<u>Amount</u>	<u>Percent</u>
<b><u>Operating:</u></b>								
Menasha	\$ 1,332,681	25.30% *	\$ 348,782	\$ 339,461	\$ 337,168	\$	(2,293)	(0.68)
Neenah	1,877,009	35.90% *	637,686	656,479	673,846		17,367	2.65
Omro	174,239	47.90%	67,968	75,872	83,460		7,588	10.00
Oshkosh	3,071,774	19.10% *	597,116	611,744	586,709		(25,035)	(4.09)
Winneconne	198,805	61.50% *	106,394	111,931	122,265		10,334	9.23
Total operating	<u>6,654,508</u>		<u>1,757,946</u>	<u>1,795,487</u>	<u>1,803,448</u>		<u>7,961</u>	<u>0.44</u>
<b><u>Facilities:</u></b>								
Menasha	224,400	25.30% *	58,568	57,446	56,773		(673)	(1.17)
Neenah	286,304	35.90% *	99,061	100,779	102,783		2,004	1.99
Omro	0	47.90%	0	0	0		0	0.00
Oshkosh	433,031	19.10% *	82,276	85,740	82,709		(3,031)	(3.54)
Winneconne	34,214	61.50% *	19,844	20,289	21,042		753	3.71
Total operating	<u>977,949</u>		<u>259,749</u>	<u>264,254</u>	<u>263,307</u>		<u>(947)</u>	<u>(0.36)</u>
<b>Special Project Grant (Note below)</b>			<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>0.00</u>
Unbudgeted amount							<u>0</u>	<u>0.00</u>
Totals	\$ <u>7,632,457</u>		\$ <u>2,017,695</u>	\$ <u>2,059,741</u>	\$ <u>2,066,755</u>	\$	<u>7,014</u>	<u>0.34</u>

2012 Net Library Budget - the 2012 library tax levy is based on the 2011 budget. The formula is always based on the past year budget because the municipalities do not prepare their library budgets for the next year until after the County has completed it's budget process.

Percent of County Users/Usage - the formula is set to allocate the County share of the library budget based on actual usage by County residents. This percent is based on the number of users outside of the municipality responsible for the library divided by the total of all usage of the facility.

\* Percent of actual circulation



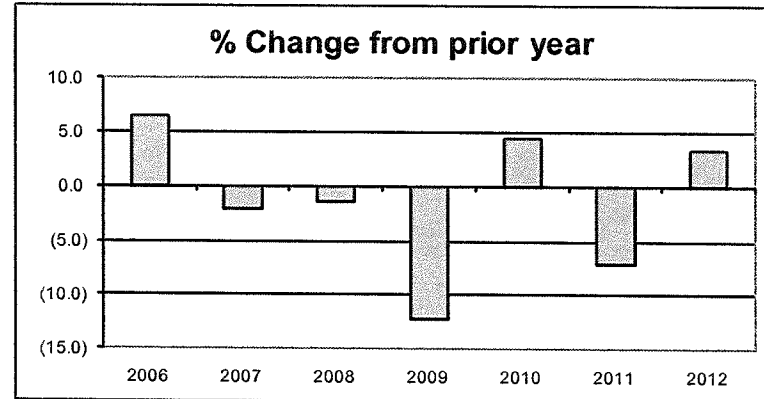
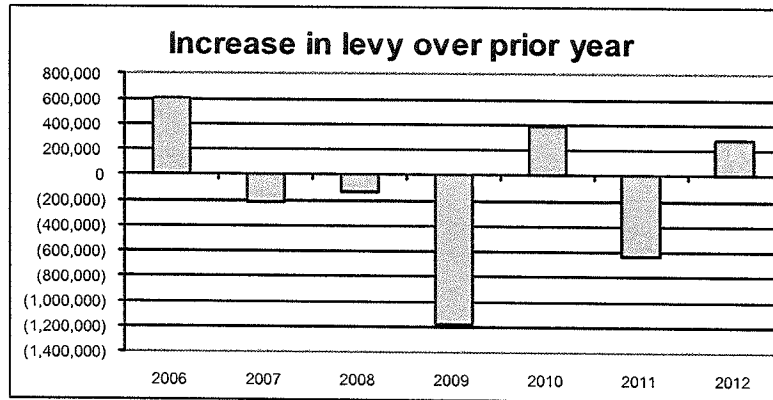
# DEBT SERVICE

## 2012 BUDGET NARRATIVE HIGHLIGHTS

### 2012 BUDGET DETAIL:

**NOTE:** Debt of proprietary funds such as Airport, Park View Health Center, Solid Waste and Highway Department are reflected in the budgets of those departments and are backed out of the totals here.

The 2012 net levy supported debt service is \$8,558,000, an increase of \$285,000 or 3.44% over 2011. The County has applied \$200,000 of reserves in 2012 to lower the tax levy for debt service. Reserves are available as a result of funds remaining from prior bonding issues. These funds must be applied to reduce debt service in subsequent years to avoid arbitrage penalties. There will be a borrowing for new projects in 2012 for an estimated \$20 million. Projects included in the 2012 borrow include; building roof replacements, facility tuck pointing, Sheriff Department 700 MHz digital radio system project which is a Federal mandate, public safety system upgrade, various road reconstruction and resurfacing projects, county park capital improvements and other building improvements and renovations.



Notes	Issue Date	Maturity Date	Net Effective Interest Rate (projected)	2011 New Debt
General Obligation Promissory Notes Series 2011 A	11/8/2011	4/1/2021	2.68%	\$ 3,715,000

**INDEBTEDNESS LIMITATIONS:**

Total estimated outstanding debt is projected to be \$51,477,000 at the end of 2011. This is well below our debt limit of over \$595 million.

**OUTSTANDING INDEBTEDNESS AND REPAYMENT:**

Amounts of outstanding debt along with schedules of principal and interest due by year are on schedules that follow. All debt is fully retired after 10 years. The Levy & Non-Levy Debt graph that follows (a few pages later) shows our policy of maintaining level debt service payments each year while leaving room in the later years to accommodate new debt.

Debt service principal and interest on debt incurred to finance proprietary activities is accounted for in those proprietary funds. The debt service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs, for governmental funds. See the glossary at the end of the budget book for a definition of proprietary type activities. This section of the budget summarizes all debt service of the County and identifies that portion attributable to proprietary type activities. Explanations are only provided for those debt obligations that are still outstanding. These explanations are found later in this section just prior to debt service schedules.

**Winnebago County**  
**Budget Detail - 2012**  
**Debt Service ( Dollars in thousands)**

	<u>2008 ACTUAL RESULTS</u>	<u>2009 ACTUAL RESULTS</u>	<u>2010 ADOPTED BUDGET</u>	<u>2011 ADOPTED BUDGET</u>	<u>2012 EXECUTIVE BUDGET</u>	<u>2012 ADOPTED BUDGET</u>
Transfers In	35	-	-		-	-
Investment income	119	-	50		-	-
<b>TOTAL REVENUES</b>	<u><b>154</b></u>	<u>-</u>	<u><b>50</b></u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Principal payments:</u></b>						
G.O. Notes, Series 2000	295	310	-	-	-	-
G.O. Notes, Series 2001	1,165	1,395	-	-	-	-
G.O. Notes, Series 2002A	3,400	3,500	3,700	-	-	-
G.O. Notes, Series 2003B	65	70	71	75	80	80
G.O. Notes, Series 2003D	300	400	400	400	400	400
G.O. Notes, Series 2004 B Refunding	155	190	220	259	300	300
G.O. Notes, Series 2004 C Refunding	1,035	1,020	-	-	-	-
G.O. Notes, Series 2005 A Refunding	1,605	-	-	-	-	-
G.O. Notes, Series 2005 B	215	225	235	240	250	250
G.O. Notes, Series 2006 A	2,125	3,050	2,500	3,275	2,235	2,235
G.O. Notes, Series 2007 A	700	325	340	355	370	370
G.O. Notes, Series 2008 A	-	390	1,325	465	544	544
G.O. Notes, Series 2009 Trust Fund Loan			-	226	248	248
G.O. Notes, Series 2009 Refunding			1,790	1,525	-	-
G.O. Notes, Series 2009 BAB			655	40	355	355
G.O. Notes, Series 2010 refunding				3,875	3,940	3,940
G.O. Notes, Series 2010 BAB				232	1,280	1,280
G.O. Notes, Series 2011 A					355	355
<b>Total Principal</b>	<u><b>11,060</b></u>	<u><b>10,875</b></u>	<u><b>11,236</b></u>	<u><b>10,967</b></u>	<u><b>10,357</b></u>	<u><b>10,357</b></u>

**Interest payments:**

G.O. Notes, Series 2000	37	23	-	-		
-------------------------	----	----	---	---	--	--

	<b>2008 ACTUAL RESULTS</b>	<b>2009 ACTUAL RESULTS</b>	<b>2010 ADOPTED BUDGET</b>	<b>2011 ADOPTED BUDGET</b>	<b>2012 EXECUTIVE BUDGET</b>	<b>2012 ADOPTED BUDGET</b>
G.O. Notes, Series 2001	194	145	-	-		
G.O. Notes, Series 2002A	713	573	423	-		
G.O. Notes, Series 2003B	53	50	47	43	39	39
G.O. Notes, Series 2003D	72	62	51	38	26	26
G.O. Notes, Series 2004 B Refunding	214	208	201	191	180	180
G.O. Notes, Series 2004 C Refunding	44	15	-	-	-	-
G.O. Notes, Series 2005 A Refunding	27	-	-	-	-	-
G.O. Notes, Series 2005 B	66	58	50	42	33	33
G.O. Notes, Series 2006 A	914	807	692	573	459	459
G.O. Notes, Series 2007 A	158	125	112	99	86	86
G.O. Notes, Series 2008 A	-	240	171	149	137	137
G.O. Notes, Series 2009 Trust Fund Loan			51	138	98	98
G.O. Notes, Series 2009 Refunding			84	17	-	-
G.O. Notes, Series 2009 BAB				108	104	104
G.O. Notes, Series 2010 refunding				98	29	29
G.O. Notes, Series 2010 BAB				226	239	239
G.O. Notes, Series 2011 A					107	107
<b>Total Interest</b>	<b>2,492</b>	<b>2,306</b>	<b>1,882</b>	<b>1,722</b>	<b>1,537</b>	<b>1,537</b>
<b>TOTAL EXPENSES</b>	<b>13,552</b>	<b>13,181</b>	<b>13,118</b>	<b>12,689</b>	<b>11,894</b>	<b>11,894</b>

	<b>2008 ACTUAL RESULTS</b>	<b>2009 ACTUAL RESULTS</b>	<b>2010 ADOPTED BUDGET</b>	<b>2011 ADOPTED BUDGET</b>	<b>2012 EXECUTIVE BUDGET</b>	<b>2012 ADOPTED BUDGET</b>
<b>Less amounts charged to:</b>						
Airport fund	(42)	(56)	(187)	(177)	(193)	(193)
Solid Waste fund	(390)	(375)	(13)	(13)	(14)	(14)
Park View Health center	(2,997)	(3,768)	(3,153)	(3,813)	(2,855)	(2,855)
Highway	(32)	(34)	(36)	(38)	(74)	(74)
<b>NET EXPENSES</b>	<b>10,091</b>	<b>8,948</b>	<b>9,729</b>	<b>8,648</b>	<b>8,758</b>	<b>8,758</b>
<b>LEVY BEFORE ADJUSTMENTS</b>	<b>9,937</b>	<b>8,948</b>	<b>9,679</b>	<b>8,648</b>	<b>8,758</b>	<b>8,758</b>
Reserves Applied		(425)	(950)	(375)	(200)	(200)
Adjusted Levy		8,523	8,729	8,273	8,558	8,558

**WINNEBAGO COUNTY**  
**OUTSTANDING INDEBTEDNESS - ALL**

(Includes Solid Waste and Highway Debt because they are included in Debt Limit Calculations)

Notes:	ISSUE DATE	MATURITY DATE	NET EFFECTIVE INTEREST RATE	OUTSTANDING 12/31/11	2012 PRINCIPAL PAID	2012 NEW DEBT	12/31/12 OUTSTANDING DEBT (Projected)
General Obligation Refunding Bonds, Series 2003B - refunding 2003 NAN's	03/01/03	04/01/2019	5.2704%	783,000	80,000		703,000
General Obligation Notes, Series 2003D	12/01/03	04/01/2013	3.0183%	975,000	400,000		575,000
General Obligation Refunding Bonds, Series 2004B - refunding State Trust Fund Loan 2003	04/15/04	04/01/2020	4.5690%	4,018,000	300,000		3,718,000
General Obligation Notes, Series 2005B	10/01/05	04/01/2015	3.4619%	1,070,000	250,000		820,000
General Obligation Notes, Series 2006A	09/01/06	04/01/2016	4.5000%	12,260,000	2,235,000		10,025,000
General Obligation Notes, Series 2007A	10/09/07	10/01/2017	3.7024%	2,475,000	370,000		2,105,000
General Obligation Notes, Series 2008A	10/01/08	10/01/2018	4.0700%	4,320,000	545,000		3,775,000
Taxable Gen Oblig (Build America Bonds) Series 2009B	11/10/09	04/01/2019	2.9900%	3,130,000	355,000		2,775,000
Taxable Recovery Zone Economic Devel Bonds (State Trust Fund Loan) Series 2009C	11/10/09	04/01/2019	2.4700%	2,167,000	248,000		1,919,000
General Obligation Refunding Notes Series 2010A	01/19/10	04/01/2012	2.0000%	3,940,000	3,940,000		-
General Obligation Notes Series 2010B	11/19/10	04/01/2020	3.7100%	12,375,000	1,280,000		11,095,000
General Obligation Notes Series 2011A	11/08/11	04/01/2021	2.6800%	3,965,000	355,000		3,610,000
<b>NEW ISSUES - 2012:</b>							
General Obligation Notes Series 2011A	12/01/12	04/01/2022	4.0000%			21,000,000	21,000,000
<b>GRAND TOTALS</b>				<u>\$ 51,478,000</u>	<u>\$ 10,358,000</u>	<u>\$ 21,000,000</u>	<u>\$ 62,120,000</u>

**WINNEBAGO COUNTY, WISCONSIN**  
**INDEBTEDNESS LIMITATIONS (Dollars in thousands)**  
**DECEMBER 31, 2012 (Projected)**

**LEGAL DEBT LIMIT**

Chapter 67, section .03 of Wisconsin Statutes reads: The aggregate amount of indebtedness, including existing indebtedness of any municipality shall not exceed 5% of the value of the taxable property located therein as equalized for State purposes.

2010

For Winnebago County (includes TIF Districts)	\$ <u>11,916,964</u>
Debt Limit at 5%	595,848
Debt outstanding as of December 31, 2012 (projected)	62,120
Percent of debt limit used	<u>10.43%</u>
Remaining Debt Margin	\$ <u>533,728</u>

**INFORMATION ON COUNTY TAX RATE AND DEBT SERVICE RATE:**

YEAR	EQUALIZED VALUE (000) (TID OUT)	TAX LEVY (in thousands)		TAX RATE	
		TOTAL	DEBT SERVICE	TOTAL	DEBT SERVICE
2003	8,392,125	48,481	9,254	5.78	1.10
2004	8,961,053	50,372	9,317	5.62	1.04
2005	9,581,695	54,400	9,600	5.68	1.00
2006	10,123,586	56,551	10,258	5.59	1.01
2007	10,772,552	60,722	12,340	5.64	1.15
2008	11,163,115	63,878	12,745	5.72	1.14
2009	11,546,865	66,013	12,381	5.72	1.07
2010	11,617,689	67,791	12,069	5.84	1.04
2011	11,439,687	68,591	12,263	6.00	1.07
2012	11,452,052	68,160	11,806	5.95	1.03

## Governmental Fund Debt

### Descriptions of Issues

Issue	Description
2003 B	The 2003B bonding was for the purpose of refunding the Note Anticipation Notes that were issued January 8, 2003 for the purpose of paying the cost of financing the balance of the County's unfunded prior service liability contributions under the Wisconsin Retirement System. This excludes the portion associated with the Solid Waste and Highway Departments. Their proportionate share of the debt shows up under non-levy supported debt.
2003 D	The 2003 D bonding was to pay for costs of courthouse security, public safety system, CTH JJ and K, a replacement generator for Park View Health Center and for a restroom / shower and animal wash rack facility at the Parks Exposition Center.
2004 B	The 2004B bonding was to refund The State Trust Fund Loan whose purpose was to pay off Winnebago County's unfunded pension liability balance. This borrowing was limited to \$5 million so Note Anticipation Notes were used to temporarily finance the balance of the liability. This section again excludes the debt related to the Solid Waste and Highway departments.
2005 B	The 2005B bonding is for the Facility Roof Replacement, Public Safety System, County Highways Y and M, and Park View Health Center Facility.
2006 A	The 2006A bonding was for parking lot resurfacing, roof replacements, courthouse wheel chair ramp, a Sheriff Dept radio system upgrade and court video conferencing system, road construction and resurfacing projects, and a new nursing home and rehabilitation facility.
2007 A	The 2007 A bonding will be done for parking lot resurfacing, telephone system upgrade, Sheriff radio system upgrade, county road resurfacing and construction, renovation of a nursing home building for office use, a noise barrier around pit area at the County race track and a new communication arts facility at our UW Fox Valley campus.
2008A	The 2008 A bonding will be done for a new or remodeled building for additional office and other department space, roof and parking lot capital improvements, road improvements, HVAC and door replacements, County road resurfacing or reconstruction capital expenditures.
2009A	Refunding of Series 2000A and 2001B. Series 2000A was for the purchase of the Williams Property, Outdoor Warning Siren System and County Highways JJ, A, and Y. Series 2001B was for the Roof Replacement Program, Law Enforcement Center, Transmitter Site Improvements, Public Safety System, County Roads JJ & Y, Airport Fire Truck Replacement, Portable Aircraft Storage Hangers, Park View Nurse Call System, Quick Chill Food Delivery System, and the UW Fox Valley Classroom Upgrade.



## Governmental Fund Debt

### Descriptions of Issues

Issue	Description
2009B Build America Bonds	This borrowing is for air conditioning the equipment room in the jail, various county road resurfacing projects, engineering costs for a satellite Highway facility in Winchester and HVAC and door replacement at the County Expo Center.
2009C Recovery Zone Notes	This borrowing is for various road resurfacing projects and an airport rescue and fire fighting vehicle.
2010 A	This borrowing was to refinance the Series 2002A notes. The 2002A bonding was for the Roof Replacement Program, Law Enforcement Center, Transmitter Site Improvements, Public Safety System, County Highways JJ, K & A, County Highway Bridges E & D, PVHC Nurse Call System and Fiber Optic Cabling along County Rd A.
2010 B	This financing is for various projects including; demolition of old nursing home facilities, parking lot resurfacing, Info Sys Hub relocation, central dictation system, purchase and remodeling of the B'Gosh properties in downtown Oshkosh, new financial software, Fairview tower fiber installation, various road resurfacing projects, Expo Center air conditioning and UW Fox Valley parking lot resurfacing.
2011 A	This borrowing is for various projects including; Utility extension & infrastructure - NW Hanger development at our airport, computer aided dispatch and mobile data computer replacement, UW Fox Valley engineering building renovations, various road reconstruction and resurfacing projects, Sheriff Department radio system upgrade / replacement, airport runway resurfacing and a Highway Department satellite shop.

## Principal Payment Schedule - Governmental Fund Debt

(In Thousands)

Year	2003 B	2003 D	2004 B	2005 B	2006 A	2007 A	2008 A	2009 B	2009 C	2010 A	2010 B	2011A	Total
2012	74	400	273	250	2,235	370	545	355	248	3,940	1,151	297	10,138
2013	77	575	315	260	2,340	385	565	365	255		1,164	301	6,602
2014	82		355	275	2,445	405	590	370	261		1,182	309	6,274
2015	87		404	285	2,560	420	615	385	268		1,205	317	6,546
2016	92		456		2,680	440	640	395	273		1,227	322	6,525
2017	96		514			455	670	405	281		1,254	334	4,009
2018	101		574				695	420	287		1,281	342	3,700
2019	105		642					435	294		1,313	351	3,140
2020			127					-			1,348	363	1,838
2021								-				375	375
Totals	714	975	3,660	1,070	12,260	2,475	4,320	3,130	2,167	3,940	11,125	3,311	49,147
Add 2012 new issue													21,000
Less 2012 principal retirement													(10,138)
Net outstanding projected 12/31/12													60,009

### Interest Payment Schedule - Governmental Fund Debt

(In Thousands)

Year	2003 B	2003 D	2004 B	2005 B	2006 A	2007 A	2008 A	2009 B	2009 C	2010 A	2010 B	2011A	Total
2012	35	26	164	33	459	86	137	104	98	29	215	89	1,475
2013	32	9	151	24	365	72	120	96	86		200	83	1,238
2014	27		137	15	266	57	103	86	76		183	77	1,027
2015	23		120	5	163	47	84	74	63		163	69	811
2016	18		101		56	25	62	61	51		139	61	574
2017	14		77			9	39	45	39		114	52	389
2018	9		52				13	28	26		85	41	254
2019	3		22					10	13		53	31	132
2020			3								18	19	40
2021												7	7
<b>Totals</b>	<b>161</b>	<b>35</b>	<b>827</b>	<b>77</b>	<b>1,309</b>	<b>296</b>	<b>558</b>	<b>504</b>	<b>452</b>	<b>29</b>	<b>1,170</b>	<b>529</b>	<b>5,947</b>

## Total Payment Schedule - Governmental Fund Debt

(In Thousands)

Year	2003 B	2003 D	2004 B	2005 B	2006 A	2007 A	2008 A	2009 B	2009 C	2010 A	2010 B	2011A	Total
2012	109	426	437	283	2,694	456	682	459	346	3,969	1,366	386	11,613
2013	109	584	466	284	2,705	457	685	461	341	-	1,364	384	7,840
2014	109	-	492	290	2,711	462	693	456	337	-	1,365	386	7,301
2015	110	-	524	290	2,723	467	699	459	331	-	1,368	386	7,357
2016	110	-	557	-	2,736	465	702	456	324	-	1,366	383	7,099
2017	110	-	591	-	-	464	709	450	320	-	1,368	386	4,398
2018	110	-	626	-	-	-	708	448	313	-	1,366	383	3,954
2019	108	-	664	-	-	-	-	445	307	-	1,366	382	3,272
2020	-	-	130	-	-	-	-	-	-	-	1,366	382	1,878
2021	-	-	-	-	-	-	-	-	-	-	-	382	382
Totals	875	1,010	4,487	1,147	13,569	2,771	4,878	3,634	2,619	3,969	12,295	3,840	55,094
Add 2012 new issue													21,000
Less 2012 principal retirement													(10,138)
Net outstanding principal and interest projected 12/31/12													65,956

## Proprietary Fund Debt

### Descriptions of Issues

Issue	Description
2003 B	The 2003 B bonding was done to refinance Note Anticipation Notes that were used to refinance the pension past service unfunded liability balance associated with the Solid Waste and Highway Departments.
2004 B	The 2004 B bonding was done to refinance the State Trust Fund Loan which paid off the balance of the pension past service unfunded liability, again associated with the Solid Waste and Highway Departments.
2010 B	This borrowing was for a therapy room / storage facility addition on the Park View Health Center facility
2011 A	This borrowing is for the Highway Department Satellite Shop in Winchester, Airport equipment and land acquisition and runway improvements.

**Principal Payment Schedule - Proprietary Fund Debt**  
**(In Thousands)**

<b>Year</b>	<b>2003 B</b>	<b>2004 B</b>	<b>2010 B</b>	<b>2011A</b>	<b>Total</b>
2012	7	27	129	58	221
2013	8	31	131	59	229
2014	8	35	133	61	237
2015	8	39	135	63	245
2016	9	44	138	63	254
2017	9	50	141	66	266
2018	10	56	144	68	278
2019	11	63	147	69	290
2020		12	152	72	236
2021				74	74
<b>Totals</b>	<u>70</u>	<u>357</u>	<u>1,250</u>	<u>653</u>	<u>2,330</u>
					<u>(221)</u>
					<u><b>2,109</b></u>

Less 2012 principal retirement

Net outstanding projected 12/31/12

**Interest Payment Schedule - Proprietary Fund Debt**  
**(In Thousands)**

<b>Year</b>	<b>2003 B</b>	<b>2004 B</b>	<b>2010 B</b>	<b>2011A</b>	<b>Total</b>
2012	4	16	24	18	62
2013	3	15	22	16	56
2014	3	13	20	15	51
2015	3	12	18	13	46
2016	1	10	16	12	39
2017	1	8	13	10	32
2018	1	5	10	8	24
2019		3	6	6	15
2020			2	4	6
2021				2	2
<b>Totals</b>	<b>16</b>	<b>82</b>	<b>131</b>	<b>104</b>	<b>333</b>

**Total Payment Schedule - Proprietary Fund Debt**  
(In Thousands)

Year	2003 B	2004 B	2010 B	2011A	Total
2012	11	43	153	76	283
2013	11	46	153	75	285
2014	11	48	153	76	288
2015	11	51	153	76	291
2016	10	54	154	75	293
2017	10	58	154	76	298
2018	11	61	154	76	302
2019	11	66	153	75	305
2020	-	12	154	76	242
2021	-	-	-	76	76
<b>Totals</b>	<u>86</u>	<u>439</u>	<u>1,381</u>	<u>757</u>	<u>2,663</u>
Less 2012 principal retirement					<u>(221)</u>
Net outstanding principal and interest projected 12/31/12					<u><b>2,442</b></u>



# Principal Payment Schedule - All Debt

(In Thousands)

Year	2003 B	2003 D	2004 B	2005 B	2006 A	2007 A	2008 A	2009 B	2009 C	2010 A	2010 B	2011 A	Total
2012	81	400	300	250	2,235	370	544	355	248	3,940	1,280	355	10,358
2013	85	575	346	260	2,340	385	565	365	255	-	1,295	360	6,831
2014	90	-	390	275	2,445	405	590	370	261	-	1,315	370	6,511
2015	95	-	443	285	2,560	420	615	385	268	-	1,340	380	6,791
2016	101	-	500	-	2,680	440	640	395	273	-	1,365	385	6,779
2017	105	-	564	-	-	455	670	405	281	-	1,395	400	4,275
2018	111	-	630	-	-	-	695	420	287	-	1,425	410	3,978
2019	116	-	705	-	-	-	-	435	294	-	1,460	420	3,430
2020	-	-	139	-	-	-	-	-	-	-	1,500	435	2,074
2021	-	-	-	-	-	-	-	-	-	-	-	451	451
Totals	784	975	4,017	1,070	12,260	2,475	4,319	3,130	2,167	3,940	12,375	3,966	51,478
Add 2012 new issue													21,000
Less 2012 principal retirement													(10,358)
Net outstanding projected 12/31/12													62,120

### Interest Payment Schedule - All Debt

(In Thousands)

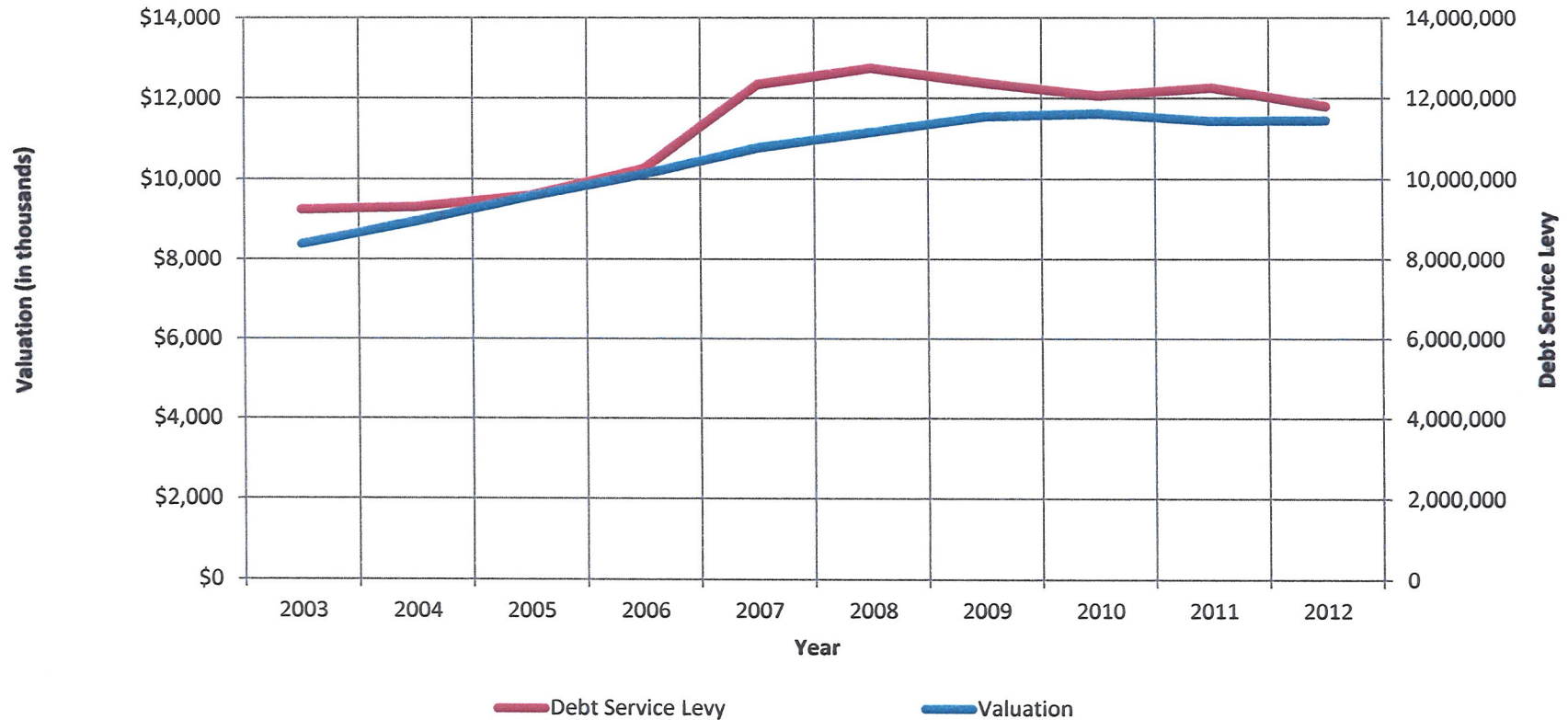
Year	2003 B	2003 D	2004 B	2005 B	2006 A	2007 A	2008 A	2009 B	2009 C	2010 A	2010 B	2011 A	Total
2012	39	26	180	33	459	86	137	104	98	29	239	107	1,537
2013	35	9	166	24	365	72	120	96	86	-	222	99	1,294
2014	30	-	150	15	266	57	103	86	76	-	203	92	1,078
2015	26	-	132	5	163	47	84	74	63	-	181	82	857
2016	19	-	111	-	56	25	62	61	51	-	155	73	613
2017	15	-	85	-	-	9	39	45	39	-	127	62	421
2018	10	-	57	-	-	-	13	28	26	-	95	49	278
2019	3	-	25	-	-	-	-	10	13	-	59	37	147
2020	-	-	3	-	-	-	-	-	-	-	20	23	46
2021	-	-	-	-	-	-	-	-	-	-	-	9	9
<b>Totals</b>	<b>177</b>	<b>35</b>	<b>909</b>	<b>77</b>	<b>1,309</b>	<b>296</b>	<b>558</b>	<b>504</b>	<b>452</b>	<b>29</b>	<b>1,301</b>	<b>633</b>	<b>6,280</b>

### Total Payment Schedule - All Debt

(In Thousands)

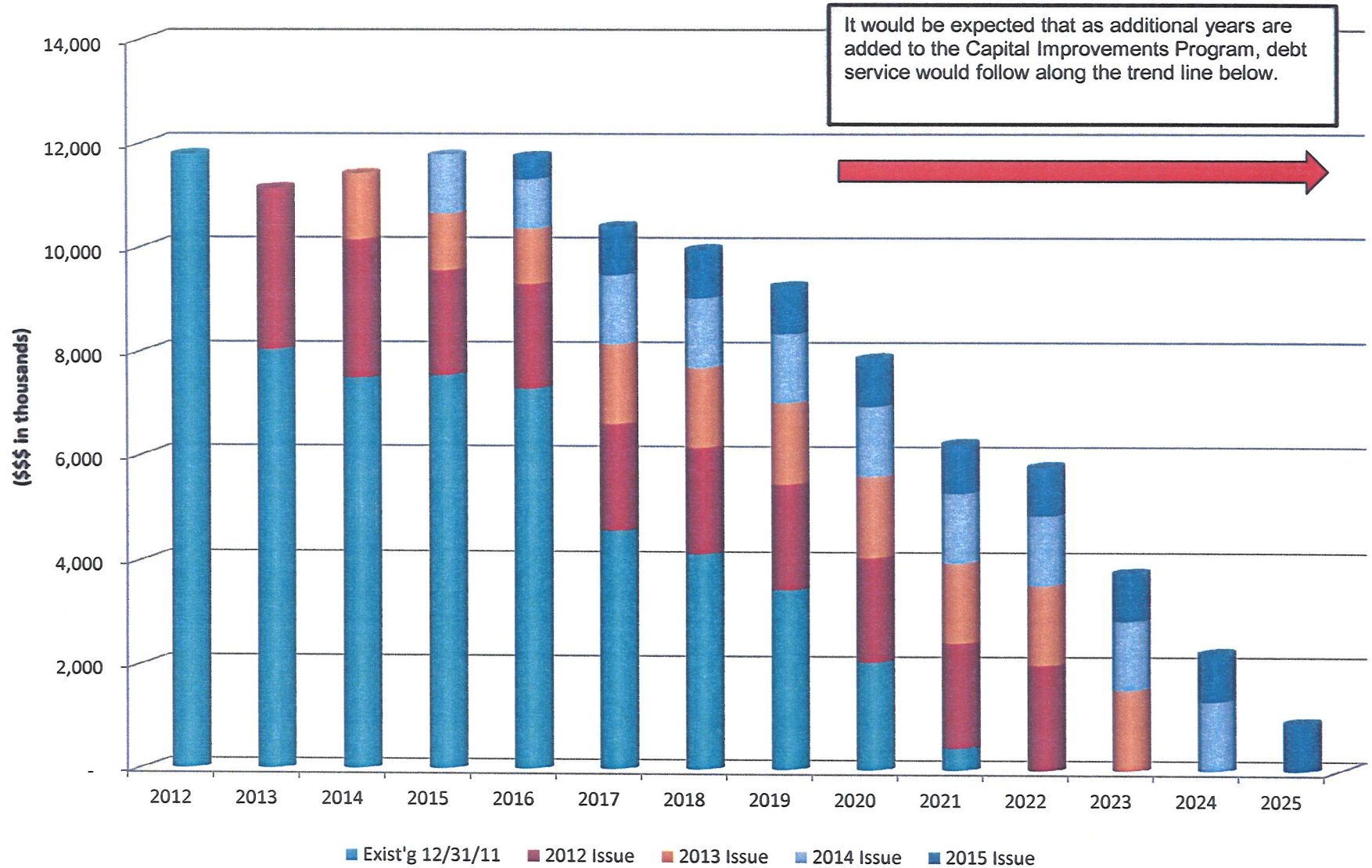
Year	2003 B	2003 D	2004 B	2005 B	2006 A	2007 A	2008 A	2009 B	2009 C	2010 A	2010 B	2011 A	Total
2012	120	426	480	283	2,694	456	681	459	346	3,969	1,519	462	11,895
2013	120	584	512	284	2,705	457	685	461	341	-	1,517	459	8,125
2014	120	-	540	290	2,711	462	693	456	337	-	1,518	462	7,589
2015	121	-	575	290	2,723	467	699	459	331	-	1,521	462	7,648
2016	120	-	611	-	2,736	465	702	456	324	-	1,520	458	7,392
2017	120	-	649	-	-	464	709	450	320	-	1,522	462	4,696
2018	121	-	687	-	-	-	708	448	313	-	1,520	459	4,256
2019	119	-	730	-	-	-	-	445	307	-	1,519	457	3,577
2020	-	-	142	-	-	-	-	-	-	-	1,520	458	2,120
2021	-	-	-	-	-	-	-	-	-	-	-	460	460
<b>Totals</b>	<b>961</b>	<b>1,010</b>	<b>4,926</b>	<b>1,147</b>	<b>13,569</b>	<b>2,771</b>	<b>4,877</b>	<b>3,634</b>	<b>2,619</b>	<b>3,969</b>	<b>13,676</b>	<b>4,599</b>	<b>57,758</b>
Add 2012 new issue													21,000
Less 2012 principal retirement													(10,358)
Net outstanding principal and interest projected 12/31/12													<b>68,400</b>

## Growth in Valuation Vs Growth in Debt Levy



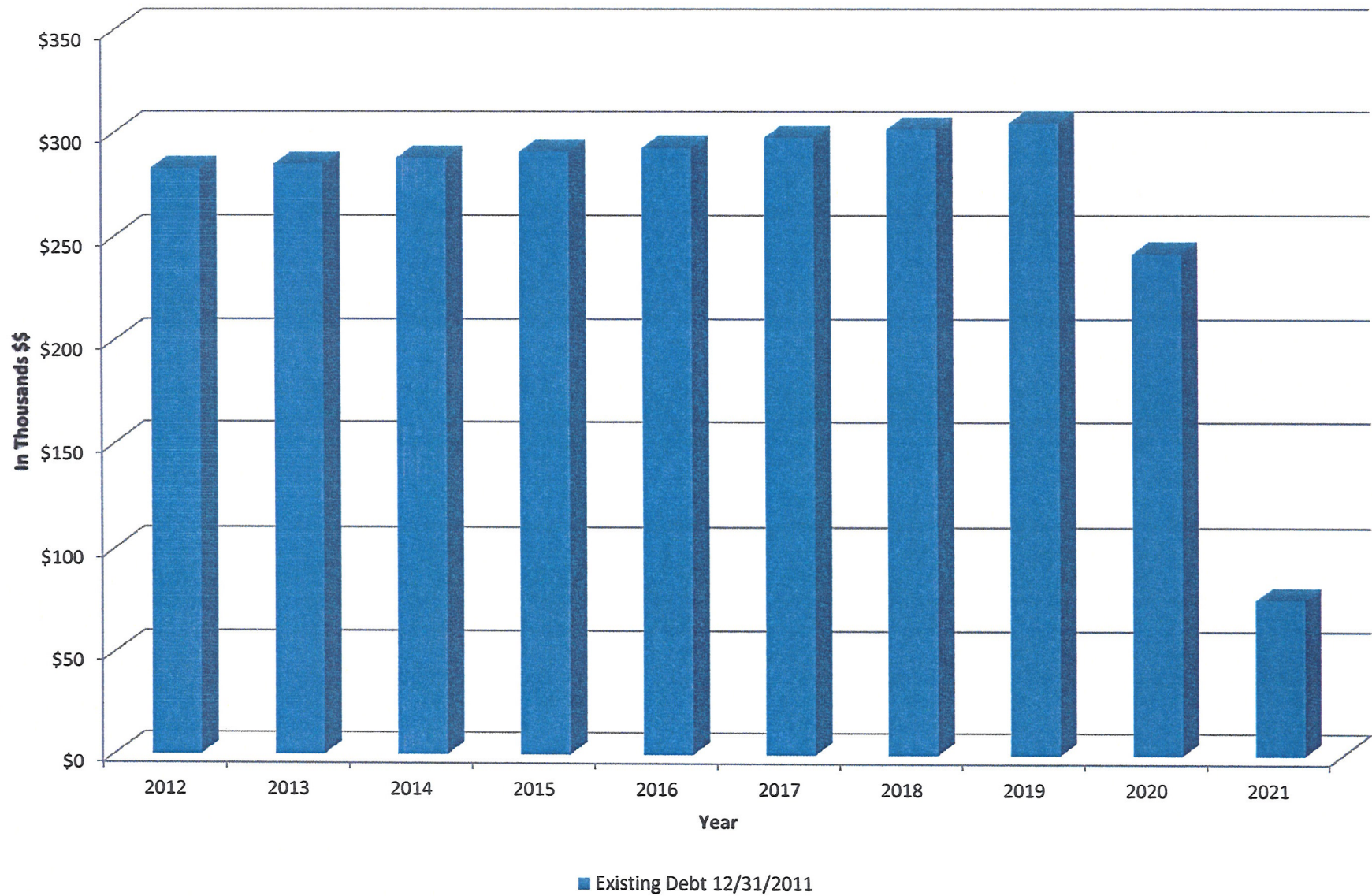
Note: This chart shows that the debt service levy is growing at about the same rate as property values. It shows that we schedule debt repayment using a level debt service philosophy. It keeps the tax rate for debt service relatively level with the growth in valuation, although we have allowed it to grow slowly in the past. Keeping the tax rate relatively level prevents large spikes up and down in taxpayers property tax bills.

## Levy Supported Debt Current and Future Payments

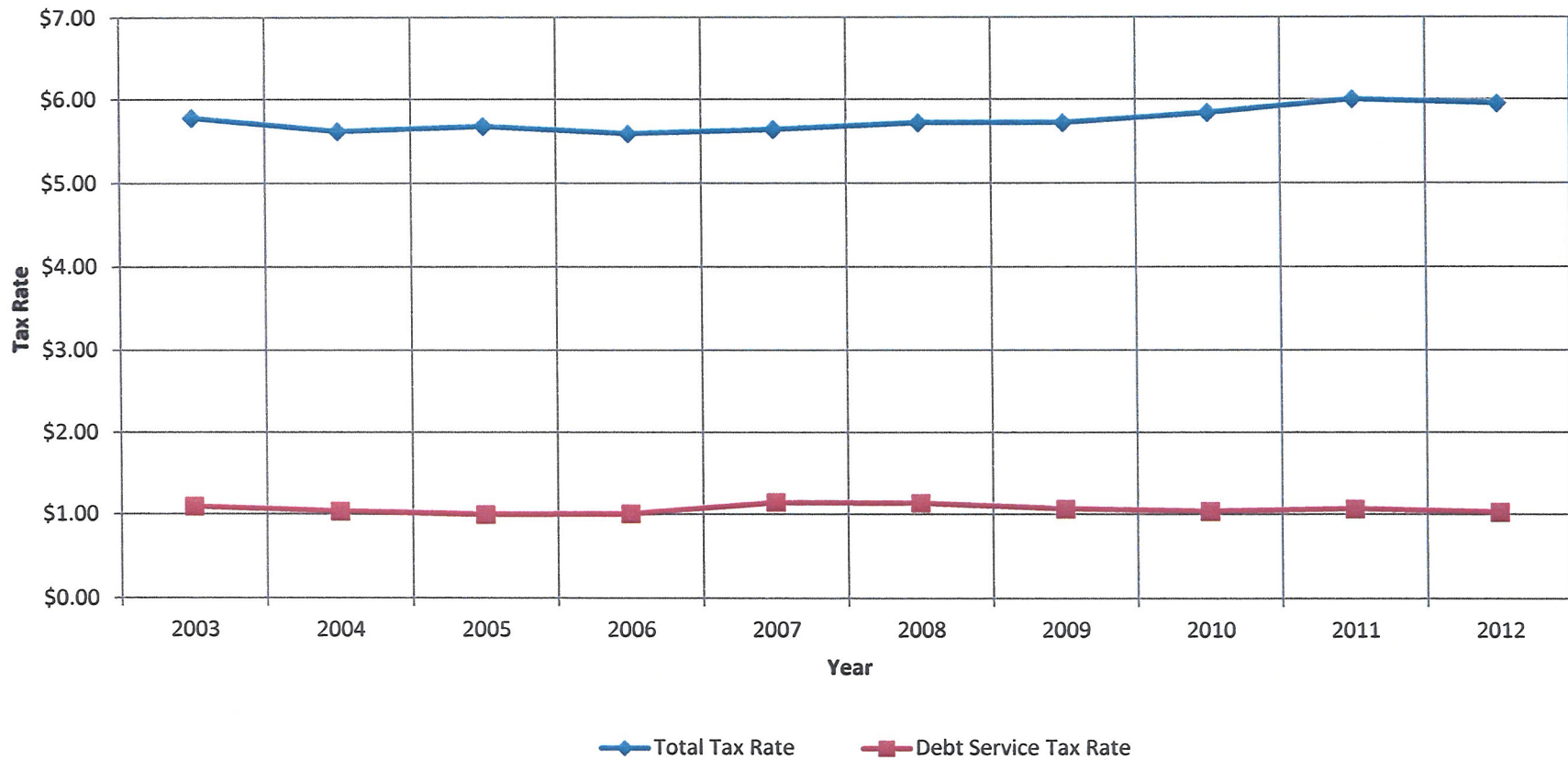




## Non-Levy Supported Debt Service

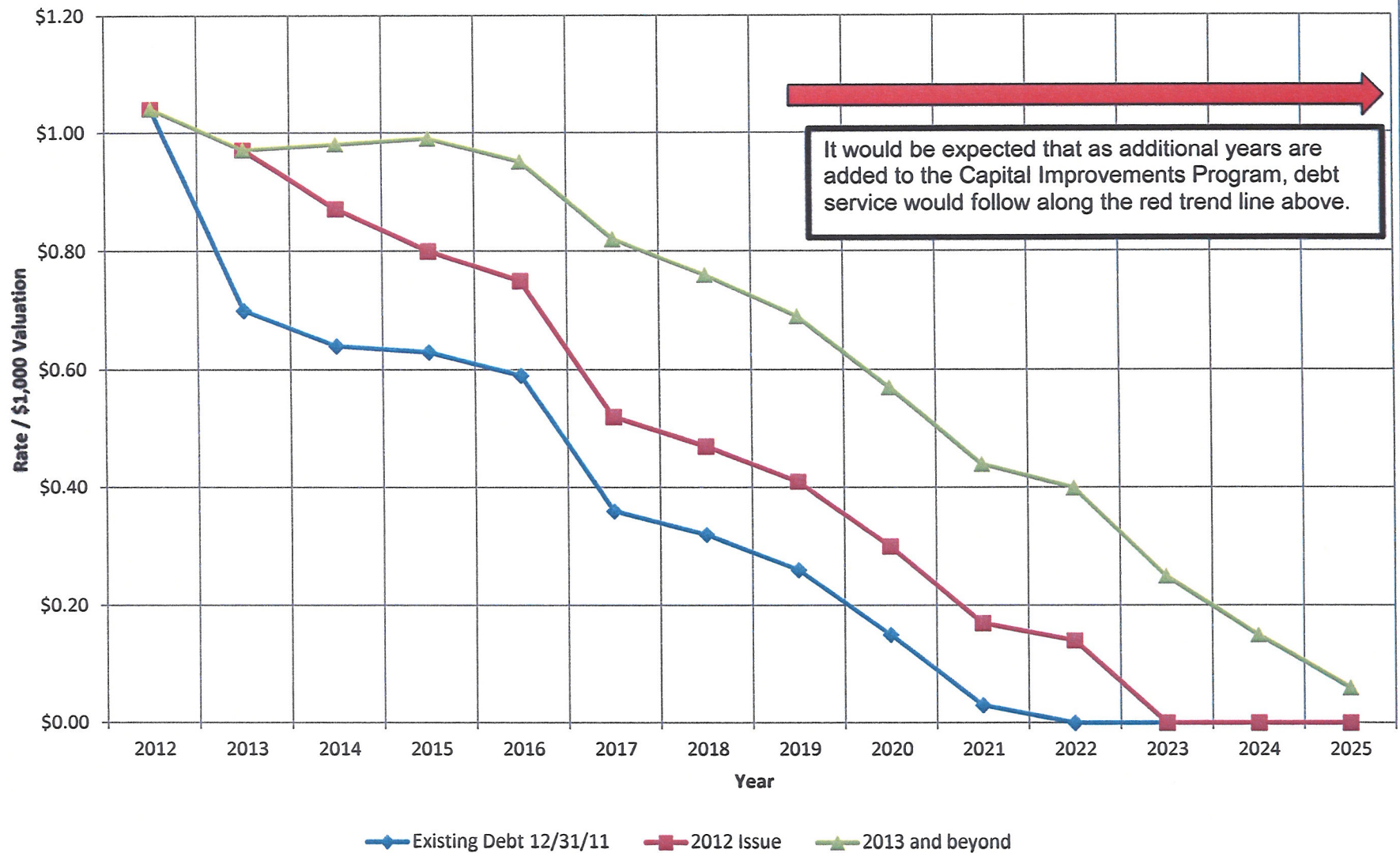


## Tax Rate Information - Historical



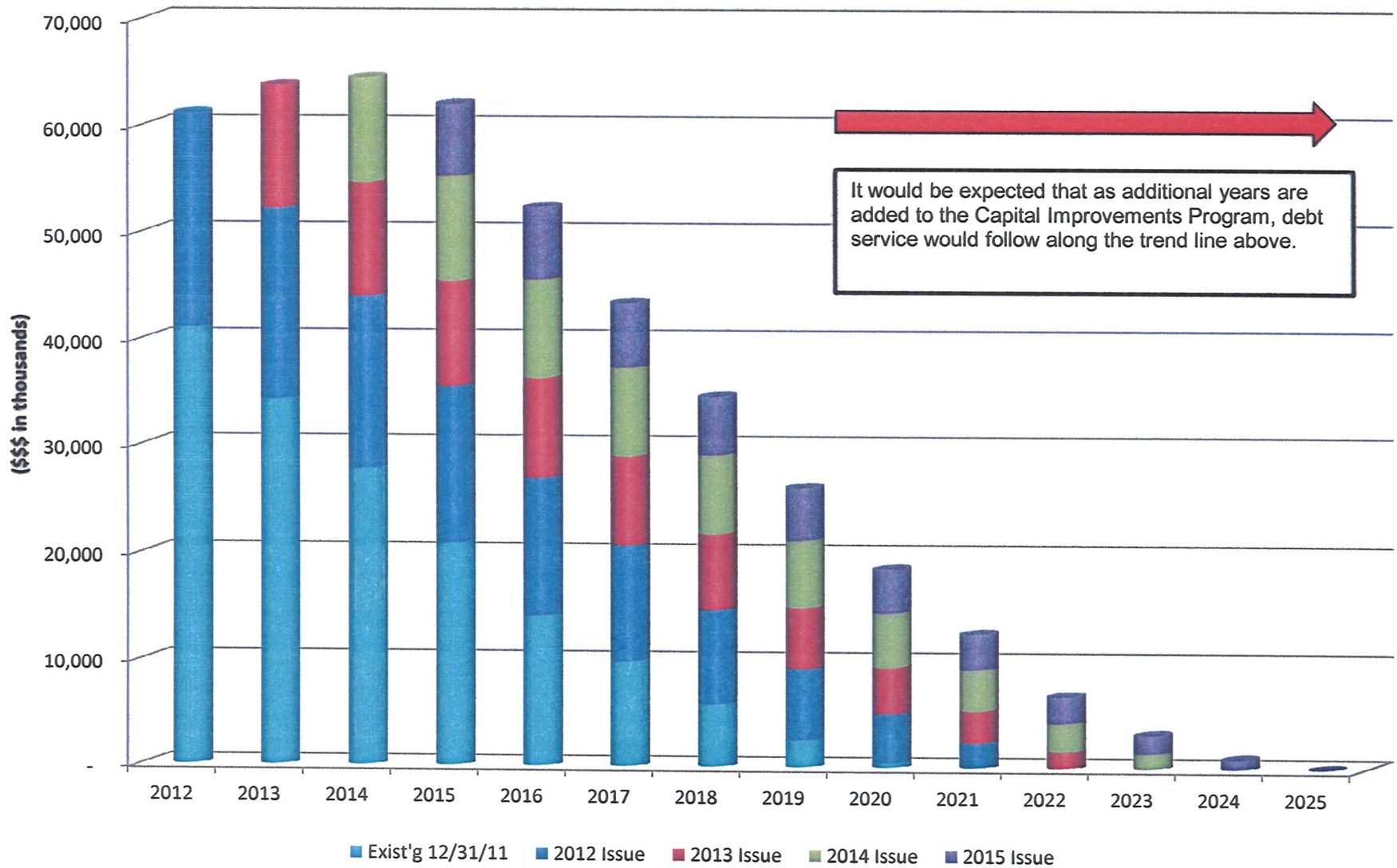
Note: this chart shows that both the overall tax rate and debt service rate remain relatively flat. It means that both total spending as well as debt service are growing at about the same rate as valuation.

## Debt Service Tax Rate - Current & Future Years





## Principal Outstanding End of Year - All Debt Current and Future



# **CAPITAL PROJECT FUNDS**

## **2012 BUDGET NARRATIVE**

### **HIGHLIGHTS**

Capital project funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities which are financed primarily through general obligation debt. There is no tax levy being requested to fund any capital project costs this year other than debt service.

Detail about the individual projects can be reviewed in the County's 5-Year Capital Improvements Program book which is available in the Finance Department or at the County website under the Finance section: [www.co.winnebago.wi.us](http://www.co.winnebago.wi.us).

**WINNEBAGO COUNTY**  
**2012 BUDGET**  
**CAPITAL PROJECTS**  
(See Note Below)

DESCRIPTION	Beginning Fund Balance 1/1/11	2011 Borrowing	Other Funding 2011	Projected 2011 Net Spending	Ending Fund Bal Projected 12/31/11	Requested 2012 Levy (See Detail)	Estimated 2012 Borrowing	Other Funding 2012	Estimated 2012 Net Spending	Ending Fund Balance 12/31/12
<b>Approved Projects</b>										
Engineering building - UW Fox Valley	\$ 11,681	\$ 354,000	\$ 354,000	\$ 719,681	\$ -	\$ -	\$ 1,190,966	\$ 1,190,966	\$ 2,381,932	\$ -
Jail HVAC upgrades	324,920	-	-	324,920	-	-	-	-	-	-
Radio System Upgrade - Sheriff Dept	17,489	1,000,000	-	1,017,489	-	-	9,000,000	-	9,000,000	-
Asphalt Replacement Program	213,838	70,000	-	283,838	-	-	28,000	-	28,000	-
Roof Replacement Program	353,375	-	-	353,375	-	-	899,000	-	899,000	-
Comm Arts Center - UW Fox Valley	36,540	-	-	36,540	-	-	-	-	-	-
County HWY A (Indian Pt Rd to Neenah)	300,159	-	-	300,159	-	-	-	-	-	-
County HWY A (Indian Pt Rd to CTH Y)	207,004	-	-	207,004	-	-	-	-	-	-
County HWY AP	488,982	-	-	488,982	-	-	-	-	-	-
County HWY B	177,264	-	-	177,264	-	-	-	-	-	-
County HWY D	464,931	-	-	464,931	-	-	-	-	-	-
County HWY E (Hwy 116 to SCL)	681,652	-	-	681,652	-	-	-	-	-	-
County HWY I (Cth N to Oshkosh)	77,888	-	-	77,888	-	-	-	-	-	-
County HWY K Bridge over Fox River - Eureka	26,284	-	-	26,284	-	-	-	-	-	-
County HWY T (Cth Y to Cth G)	463,156	-	-	463,156	-	-	-	-	-	-
County HWY Y	285,442	-	-	285,442	-	-	-	-	-	-
Highway Satellite Office - Winchester	-	288,000	-	288,000	-	-	-	-	-	-
Expo HVAC / Door Replacement	360,083	-	-	360,083	-	-	-	-	-	-
Park View - Demolition Old Facilities	1,342,307	-	-	1,342,307	-	-	-	-	-	-
Purchase/ Remodel of Oshkosh B'Gosh Building	1,191,659	-	-	1,191,659	-	-	-	-	-	-
Relocate IS hub from Pavillion	71,408	-	-	71,408	-	-	-	-	-	-
Replace Financial System Software	360,559	-	-	360,559	-	-	-	-	-	-
Radio Tower Upgrades & Modifications	92,997	-	-	92,997	-	-	-	-	-	-

DESCRIPTION	Beginning Fund Balance 1/1/11	2011 Borrowing	Other Funding 2011	Projected 2011 Net Spending	Ending Fund Bal Projected 12/31/11	Requested 2012 Levy (See Detail)	Estimated 2012 Borrowing	Other Funding 2012	Estimated 2012 Net Spending	Ending Fund Balance 12/31/12
UW Fox Valley - Reconstruct North Parking Lot	38,050	-	-	38,050	-	-	-	-	-	-
Utility extension & infrastructure - NW hanger development	-	160,000	-	160,000	-	-	-	-	-	-
Computer aided dispatch and mobile data computer replacement	-	187,000	525,000	712,000	-	-	-	-	-	-
CTH MM (CTH M in Tn Winchester to Richter Ln)	-	960,000	-	960,000	-	-	-	-	-	-
CTH FF (STH 21 in Tn Omro to CTH K)	-	284,000	300,000	584,000	-	-	-	-	-	-
Roadway approaches to CTH P over STH 441	-	180,000	-	180,000	-	-	-	-	-	-
Runway project 18/36	-	200,000	-	200,000	-	-	-	-	-	-
Subtotal	\$ 7,587,668	\$ 3,683,000	\$ 1,179,000	\$ 12,449,668	-	\$ -	\$ 11,117,966	\$ 1,190,966	\$ 12,308,932	\$ -
<b>Anticipated Projects 2012</b>										
Facility tuckpointing program	-	-	-	-	-	-	110,000	-	110,000	-
Public safety answering point consolidation	-	-	-	-	-	-	600,000	-	600,000	-
CTH FF (STH 44 in Tn Utica to Fond du Lac Cty line)	-	-	-	-	-	-	1,375,000	-	1,375,000	-
CTH G bridge replacement	-	-	-	-	-	-	75,000	-	75,000	-
CTH H (CTH AH in Tn Wolf River to Waushara Cty line)	-	-	-	-	-	-	1,350,000	-	1,350,000	-
CTH K Bridge over Fox River in Eureka	-	-	-	-	-	-	230,000	920,000	1,150,000	-
CTH M (STH 44 to north Fond du Lac county line)	-	-	-	-	-	-	1,075,000	300,000	1,375,000	-
CTH M (CTH II Tn Winchester to STH 116 Tn Winneconne)	-	-	-	-	-	-	1,181,000	-	1,181,000	-
CTH T (CTH Y to CTH G)	-	-	-	-	-	-	1,687,000	300,000	1,987,000	-
Taxiway D apron reconstruction	-	-	-	-	-	-	90,000	360,000	450,000	-
Security perimeter fencing	-	-	-	-	-	-	-	1,000,000	1,000,000	-
Snow removal equipment	-	-	-	-	-	-	87,000	348,000	435,000	-

DESCRIPTION	Beginning Fund Balance 1/1/11	2011 Borrowing	Other Funding 2011	Projected 2011 Net Spending	Ending Fund Bal Projected 12/31/11	Requested 2012 Levy (See Detail)	Estimated 2012 Borrowing	Other Funding 2012	Estimated 2012 Net Spending	Ending Fund Balance 12/31/12
Park View 50 stall parking lot adjacent to new addition	-	-	-	-	-	-	200,000	-	200,000	-
Community park tennis court rehabilitation	-	-	-	-	-	-	171,000	-	171,000	-
Expo maintenance shop & storage facility	-	-	-	-	-	-	330,000	-	330,000	-
Soccer Complex - SW Restroom/Shelter Facility	-	-	-	-	-	-	159,000	-	159,000	-
UW Fox - Replace boilers (installed 1959)	-	-	-	-	-	-	240,000	240,000	480,000	-
Grand Total	<u>\$ 7,587,668</u>	<u>\$ 3,683,000</u>	<u>\$ 1,179,000</u>	<u>\$ 12,449,668</u>	<u>-</u>	<u>\$ -</u>	<u>\$ 20,077,966</u>	<u>\$ 4,658,966</u>	<u>\$ 24,736,932</u>	<u>\$ -</u>

**Note:**

The approval of the County's Annual budget is not an approval of any capital project or borrowing shown above. All Capital projects and borrowings are approved by separate resolution of the County Board apart from the annual budget process. Adoption of the above 2012 annual capital projects budget is for the purpose of 1) approving a 2012 tax levy for furniture and fixtures related to the projects so that if the projects are approved there are funds available to fund the furniture and fixtures, and 2) to adopt an estimate of the 2012 expenditures on the approved and anticipated projects in accordance with State Statutes.

2011- 2015 EXECUTIVE CAPITAL IMPROVEMENTS PROGRAM								
ALL (EXCLUDING SOLID WASTE)								
Revised --->>	7/29/11 11:32 AM							
DIVISION / DEPT	PROJECT DESCRIPTION	2011	2012	2013	2014	2015	TOTAL	Outside Planning Horizon
	<b>ADMINISTRATION:</b>							
General	Roof maintenance program	-	899,000	333,000	259,000	105,000	1,596,000	
	Funds available in capital project fund						-	
	Admin building remodel	-					-	
	Parking lot surface replacement program	70,000	28,000	186,000			284,000	
	Courthouse remodel			1,150,000	2,975,000	2,975,000	7,100,000	2,975,000
	Facility tuckpointing program		110,000	110,000	100,000	100,000	420,000	
	Financial Software package						-	
	Total Administration	70,000	1,037,000	1,779,000	3,334,000	3,180,000	9,400,000	2,975,000
	<b>PUBLIC SAFETY:</b>							
Sheriff	Radio System Upgrade	1,000,000	9,000,000	500,000			10,500,000	
	Jail Expansion			5,000,000	5,000,000		10,000,000	
	Public safety answering point consolidation		600,000				600,000	
	Computer aided dispatch and modile data computer replacement	187,000					187,000	
	Total Public Safety	1,187,000	9,600,000	5,500,000	5,000,000	-	21,287,000	-
	<b>TRANSPORTATION:</b>							
Highway	CTH F (CTH D in Town Poygan to City of Omro)	-					-	
	CTH FF (Zoar & FF intersection rebuild)			350,000			350,000	
	CTH FF (STH 21 in Tn Omro to CTH K)	284,000					284,000	
	CTH FF (STH 44 in Tn Utica to Fond du Lac Cty line)		1,375,000				1,375,000	
	CTH G bridge replacement		75,000	437,000			512,000	

DIVISION / DEPT	PROJECT DESCRIPTION	2011	2012	2013	2014	2015	TOTAL	Outside Planning Horizon
	CTH H (CTH AH in Tn Wolf River to Waushara Cty line)		1,350,000				1,350,000	
	CTH I (City Oshkosh limits south to CTH N Tn Black Wolf)					3,000,000	3,000,000	
	Fed, State funding					(1,000,000)	(1,000,000)	
	CTH I (CTH N to CTH Z in Tn Black Wolf)			1,030,000			1,030,000	
	CTH K Bridge over Fox River in Eureka		1,150,000				1,150,000	
	Fed, State funding		(920,000)				(920,000)	
	CTH M (STH 44 to north Fond du Lac county line)		1,375,000				1,375,000	
	CTH M (CTH II Tn Winchester to STH 116 Tn Winneconne)		1,181,000				1,181,000	
	CTH MM (CTH M in Tn Winchester to Richter Ln)	960,000					960,000	
	Roadway approaches to CTH P over STH 441	180,000					180,000	
	CTH T (CTH Y to CTH G)		1,687,000	1,687,000			3,374,000	
	CTH Z (STH 26 to USH 45)				1,200,000	1,200,000	2,400,000	
	Satellite shop - Winchester	288,000					288,000	
	West Side Arterial - Oshkosh					300,000	300,000	
	Annual County Rd paving money to be applied from General Fund		(300,000)	(300,000)	(300,000)	(300,000)	(1,200,000)	
Airport	Taxiway D apron reconstruction		450,000				450,000	
	Fed, State funding		(360,000)				(360,000)	
	County funding to reimb Fed Runway 18/36 project	200,000					200,000	
	Security perimeter fencing		1,000,000	1,000,000	1,000,000		3,000,000	
	Fed, State funding		(975,000)	(975,000)	(975,000)		(2,925,000)	
	Tax levy		(25,000)	(25,000)	(25,000)		(75,000)	

DIVISION / DEPT	PROJECT DESCRIPTION	2011	2012	2013	2014	2015	TOTAL	Outside Planning Horizon
	Snow removal equipment		435,000	360,000	378,000	400,000	1,573,000	
	Fed, State funding		(348,000)	(288,000)	(302,000)	(320,000)	(1,258,000)	
	Utility extension & infrastructure - NW hanger development	160,000					160,000	
	Reconstruct terminal fixed based operations ramps	1,000,000	1,000,000	1,000,000			3,000,000	
	Fed, State funding	(1,000,000)	(1,000,000)	(925,000)			(2,925,000)	
	Tax levy						-	
	Total Transportation	2,072,000	7,150,000	3,351,000	976,000	3,280,000	16,829,000	-
	<b>HUMAN SERVICES</b>							
Park View	Park View 50 stall parking lot adjacent to new addition		200,000				200,000	
	Total Human Services	-	200,000	-	-	-	200,000	-
	<b>Education / Recreation</b>							
Parks	Community park road & parking lot repaving			917,000			917,000	
	Community park tennis court rehabilitation		171,000				171,000	
	Expo maintenance shop & storage facility		330,000				330,000	
	Livestock barn				474,000		474,000	
	Soccer Complex - SW Restroom/Shelter Facility		159,000				159,000	
UW Fox Valley	1655 University Ave property renovation	708,000	2,381,932				3,089,932	
	Outagamie County funding	(354,000)	(1,190,966)				(1,544,966)	
	Replace boilers (installed 1959)		480,000				480,000	
	Outagamie County funding		(240,000)				(240,000)	
	Astronomical Observation Facility					102,000	102,000	
	Outagamie County funding					(51,000)	(51,000)	
	Medical science and anthropology lab					276,000	276,000	



DIVISION / DEPT	PROJECT DESCRIPTION	2011	2012	2013	2014	2015	TOTAL	Outside Planning Horizon
	Outagamie County funding					(148,000)	(148,000)	
	Expand Food Service and Auxiliary Facilities						-	4,100,000
	Outagamie County funding						-	(2,050,000)
	Enlarge Music Classroom						-	900,000
	Outagamie County funding						-	(450,000)
	Child Care Center Addition					268,000	268,000	
	Outagamie County funding					(134,000)	(134,000)	
	Total Education / Recreation	354,000	2,090,966	917,000	474,000	313,000	4,148,966	2,500,000
	Required Borrowing for Levy Supported Projects	\$ 3,683,000	\$ 20,077,966	\$ 11,547,000	\$ 9,784,000	\$ 6,773,000	\$ 51,864,966	\$ 5,475,000

## LONG TERM SUPPORT SERVICES DIVISION

### MISSION STATEMENT

To discover and promote individual-directed, natural, community-based supports and services to meet identified outcomes for all persons eligible for services within the Long Term Support Division.

### HIGHLIGHTS

The Long Term Support Division shows a decrease in levy of \$709,507 which is directly attributable to the decrease in the Family Care Contribution that is due to the State in 2012 as compared to 2011. The other significant variance is the decrease in the fringe expense due to the Employee contribution to the Pension fund. Many line items are being fine-tuned as we realize our service levels, now that we have some history since the implementation of Family Care in 2010.

### COMPARATIVE LEVY IMPACT / VARIANCE SUMMARY

2011 Budgeted Levy	\$	6,360,464	
Revenue Changes:			
ADRC	(244,798)		Increase - Greater %age of time reimbursable by Fed \$ than anticipated.
Alz Family Caregiver	8,395		Decrease - Allocation adjustment post Family Care implementation.
Birth to Three	22,514		Decrease - General Reduction in Allocation from the State.
CLTS - Children's Waiver	99,463		Decrease - Over anticipated utilization in the 2011 budget.
Community Options	44,122		Decrease - Adjusting the COP allocation to reflect MH and Children population.
COP Risk Reserve	283,550		Decrease - No plan to utilize the remaining COP Risk Reserve funds in 2012.
Child Welfare Match	39,766		Decrease - Fewer CW clients served with LTS Children's Waivers.
Revenue Allocated	54,894		Decrease - LTS allocating more COP to BH for MH adults.
Offset Revenue (Leased Staff Revenue)	155,128		Decrease - Leasing 3 less FT employees to Lakeland Family Care in 2012.
Client Cost Shares/Fees	11,325		Decrease - Result of no longer serving the Adult/Elderly and DD populations which are now served by f
Prior Year Intergovernmental	10,731		Decrease - Before Family Care there were re-distribution of Waiver Grant revenues.
Expense Changes:			
			1 FT new ADRC Specialist; Decrease of 3 FT Lakeland leased Social Worker/Home Consultant staff.
Labor	(26,581)		Labor assumptions: {UNION - Includes STEP increases; 0% inflationary increase}; {MGMT - Excludes
Fringes	(124,098)		STEP increases; 1.5% or 2.5% for Inflationary Increases}.
Travel	(14,982)		Decrease - Lower fringe rate the result of Employee funding Employee Share of pension.
Family Care Contribution	(976,663)		Decrease - Reflective of actual travel related to relatively new ADRC program.
Birth - 3 Early Intervention	67,396		Decrease - Family Care Contribution Schedule for 7-1-2011 implementation date.
Nutrition Programs	42,096		Increase - New ARRA program.
Other Contract Serv.	(20,000)		Increase - For inflationary cost of food.
Consumer Program Expenses	20,000		Decrease - Over anticipated needs for ADRC re Nursing and Marketing.
Specialized Transportation	112,233		Increase - Anticipating increase in Adult Protective Service (APS) needs.
Community Treatment	(113,873)		Increase - Demand for services has been increasing over last few years.
Supported Living	(171,150)		Decrease - Adjusting to the new level of service required after Family Care.
Supportive Home Care	(38,001)		Decrease - Adjusting to the new level of service required after Family Care.
Work-related and Day Services	38,790		Decrease - Adjusting to the new level of service required after Family Care.
			Increase - Reflects increase in services to persons qualifying for Children's Waiver program.
Other Expenses	10,156		Increase - Reflects various small equipment for ADRC; consumer related transportation and ADRC
			related publications/advertising.
LEVY IMPACT - 2012 PROPOSED BUDGET	\$	5,650,877	
Decrease in Levy	\$	(709,587)	
Percentage Decrease		-11%	

**WINNEBAGO COUNTY, WISCONSIN**  
**DEMOGRAPHIC AND ECONOMIC STATISTICS**

**Last Ten Fiscal Years**

<b>Fiscal Year</b>	<b>Population (1)</b>	<b>Per Capita Income (2)</b>	<b>Median Age (3)</b>	<b>Public School Enrollment (4)</b>	<b>Unemployment Rate (5)</b>
2001	156,763	28,704	35.4 yrs.	23,579	3.5%
2002	159,161	29,537	36.5 yrs.	19,998	4.4%
2003	160,177	30,359	36.6 yrs.	23,366	4.0%
2004	161,863	32,275	36.9 yrs.	22,831	4.2%
2005	163,244	32,572	36.9 yrs.	22,888	3.9%
2006	163,867	33,874	37.1 yrs.	22,810	4.3%
2007	164,703	36,600	37.3 yrs.	22,809	4.0%
2008	165,358	37,139	37.6 yrs.	23,223	8.4%
2009	165,864	(6)	36.9 yrs.	22,584	7.6%
2010	166,308	(6)	(6)	23,037	7.0%

(1) Source: State of Wisconsin, Department of Administration - Bureau of Program Management, Demographic Services Center.

(2) Source: U.S. Department of Commerce (provided by State of Wisconsin, Department of Development - Bureau of Research, Business Information Services.) 2005 to current are from Wisconsin Department of Workforce Development.

(3) Source: State of Wisconsin, Department of Development - Bureau of Research, Information Services. Also, State of Wisconsin, Department of Health and Social Services, and State of Wisconsin Center for Public Health Statistics. 2005 to current are from Wisconsin Department of Workforce Development.

(4) Source: Local School Districts.

(5) Source: State of Wisconsin, Job Service, Labor Market Information Services.

(6) Per capita income and median age statistics are not yet available from the U.S. Department of Commerce and the State of Wisconsin, Department of Development.

**WINNEBAGO COUNTY WISCONSIN  
TAX INCREMENTAL DISTRICTS**

<b>DISTRICT</b>	<b>Number</b>	<b>YEAR</b>	<b>BASE VALUE</b>	<b>CURRENT VALUE</b>	<b>INCREMENT</b>	<b>PLAN EXPIRATION DATE</b>	<b>STATUTORY MAXIMUM DATE</b>
Village of Winneconne	03	1996	4,771,400	6,688,800	1,917,400	2023	2019
Village of Winneconne	05	2000	4,751,600	10,003,500	5,251,900	2023	2023
Village of Winneconne	06	2000	1,100,600	5,241,900	4,141,300	2023	2023
Village of Winneconne	07	2002	2,038,100	6,988,000	4,949,900	2025	2027
City of Appleton	07	2007	25,657,000	37,516,500	11,859,500	2030	2033
City of Menasha	01	1986	5,329,100	9,359,200	4,030,100	2009	2013
City of Menasha	03	1990	3,717,400	4,432,600	715,200	2013	2017
City of Menasha	04	1997	4,196,000	7,128,000	2,932,000	2020	2020
City of Menasha	05	1998	3,384,900	13,895,100	10,510,200	2021	2021
City of Menasha	06	1998	5,568,800	21,483,200	15,914,400	2021	2021
City of Menasha	07	2003	687,300	4,431,300	3,744,000	2026	2028
City of Menasha	08	2005	484,500	2,298,300	1,813,800	2026	2030
City of Menasha	10	2006	9,701,900	11,214,000	1,512,100	2026	2031
City of Menasha	11	2007	284,900	3,057,400	2,772,500	2030	2033
City of Neenah	05	1993	13,971,900	23,613,500	9,641,600	2014	2020
City of Neenah	06	1997	2,869,600	10,283,800	7,414,200	2020	2020
City of Neenah	07	2000	27,237,100	79,679,500	52,442,400	2019	2023
City of Neenah	08	2001	14,743,600	66,280,600	51,537,000	2019	2024
City of Omro	03	1988	1,933,200	4,681,600	2,748,400	2008	2015
City of Omro	05	1988	667,800	12,389,600	11,721,800	2008	2015
City of Omro	06	1991	35,700	1,296,300	1,260,600	2013	2018
City of Oshkosh	06	1989	350,900	8,726,100	8,375,200	2008	2016
City of Oshkosh	07	1989	22,309,000	173,226,600	150,917,600	2008	2016
City of Oshkosh	08	1991	11,077,500	35,253,300	24,175,800	2013	2018
City of Oshkosh	09	1991	684,300	26,062,700	25,378,400	2013	2018
City of Oshkosh	10	1993	600,300	1,082,000	481,700	2013	2020

# WINNEBAGO COUNTY WISCONSIN TAX INCREMENTAL DISTRICTS

DISTRICT	Number	YEAR	BASE VALUE	CURRENT VALUE	INCREMENT	PLAN EXPIRATION DATE	STATUTORY MAXIMUM DATE
City of Oshkosh	11	1995	486,300	775,700	289,400	2015	2018
City of Oshkosh	12	1997	1,715,400	5,814,700	4,099,300	2020	2020
City of Oshkosh	13	1998	5,869,100	17,408,700	11,539,600	2021	2021
City of Oshkosh	14	2000	558,400	25,238,900	24,680,500	2023	2023
City of Oshkosh	15	2001	564,900	8,441,800	7,876,900	2023	2024
City of Oshkosh	16	2001	0	4,599,500	4,599,500	2023	2024
City of Oshkosh	17	2001	2,210,600	12,583,000	10,372,400	2023	2023
City of Oshkosh	18	2002	51,300	15,237,100	15,185,800	2025	2027
City of Oshkosh	19	2003	104,200	8,518,800	8,414,600	2026	2028
City of Oshkosh	20	2005	20,815,500	18,712,400	*	2026	2030
City of Oshkosh	21	2006	1,954,900	6,892,500	4,937,600	2026	2031
City of Oshkosh	23	2009	233,700	0	*	2026	2034
City of Oshkosh	24	2010	8,464,900	15,599,400	7,134,500	2026	2035
Totals			\$ 211,183,600	\$ 726,135,900	\$ 517,289,100		

\* This district has a zero or negative value increment. No increment shown.

Project costs uncollected at the dissolution date are absorbed by the municipality.

**Plan Expiration:** Refers to the estimated date that the project costs are expected to be fully recovered. At this point, the incremental values are expected to go back onto the property tax rolls.

**Statutory Expiration:** Refers to the maximum allowable time that project costs can be recovered from the tax on the incremental values generated during the life of the district. After this date, the incremental values must go onto the property tax rolls.

# SOLID WASTE

Department: 520-XXX Fund: Solid Waste  
2012 BUDGET NARRATIVE

DEPARTMENT HEAD: John M. Rabe, P.E.  
LOCATION: Winnebago County  
105 W. County Road Y  
Oshkosh, WI 54901

Telephone: 232-1805

## MISSION STATEMENT:

Provide a competitive, cost-efficient Solid Waste Management system for processing solid waste and recyclables from Winnebago County customers. The Solid Waste Management Board owns and operates the Sunnyview Landfill (active), Snell Road Landfill (closed), Recycling/Solid Waste Transfer Facility, Household Hazardous Material (HHM) Facility and Landfill Gas Collection/Utilization Facilities.

## PROGRAM DESCRIPTIONS:

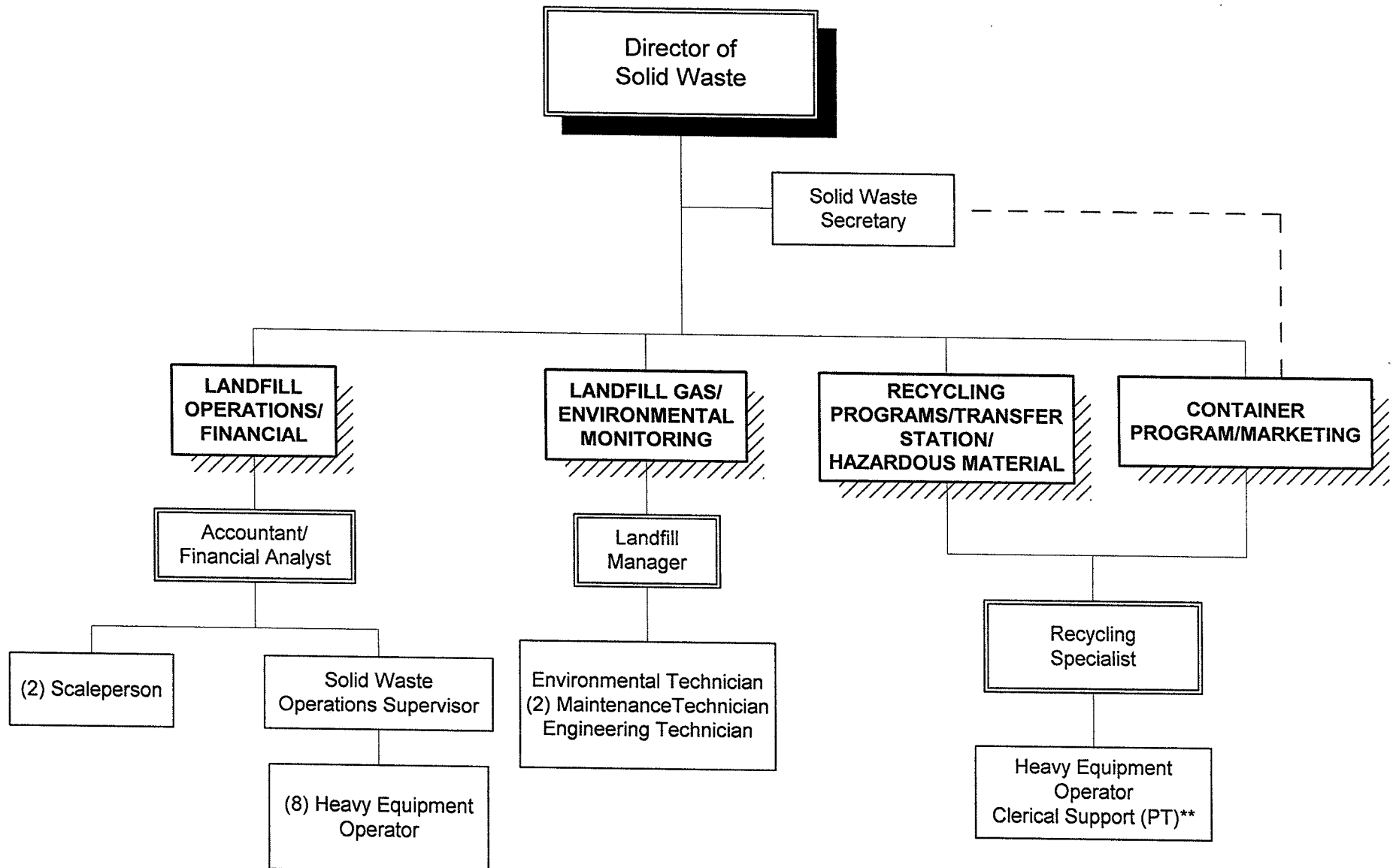
**SOLID WASTE DISPOSAL** – As part of the Tri-County Regional Program (Brown, Outagamie and Winnebago Counties), the Sunnyview Landfill is currently in its fifth year of providing cost-efficient “host” landfill disposal of non-hazardous industrial, commercial and residential solid wastes.

**LANDFILL GAS COLLECTION AND UTILIZATION** – Collects landfill gas (by-product of solid waste decomposition containing 50% methane) from the Sunnyview Landfill (active) and Snell Road Landfill (closed) for beneficial utilization. Landfill gas is converted to electrical energy in four engine/generators and the electric power and environmental credits are sold to a local utility. Landfill gas is also directly utilized in two boilers at the Winnebago County Highway Department. Waste heat from one engine/generator is being utilized at the Winnebago County Sheriff’s Office/Law Enforcement Center.

**RECYCLING TRANSFER FACILITY** – As part of the Tri-County Regional Program (Brown, Outagamie and Winnebago Counties), provides drop-off collection, transportation and off-site processing of recyclable materials (paper and commingled containers) for industry, business, and communities in Winnebago County. Also provides drop-off collection opportunities and off-site processing for household and agricultural hazardous materials, unused/expired pharmaceuticals and computers/electronics/bulbs for Winnebago County residents.

**MARKETING/CONTAINER RENTAL AND LEASE PROGRAM** – Provides marketing services for solid waste and recyclable material to maximize tonnages and allow Winnebago County to remain competitive within the industry. Container rental and lease program provides customers with a cost-efficient alternative option for the delivery of solid waste and recyclable materials to the Winnebago County Solid Waste facilities.

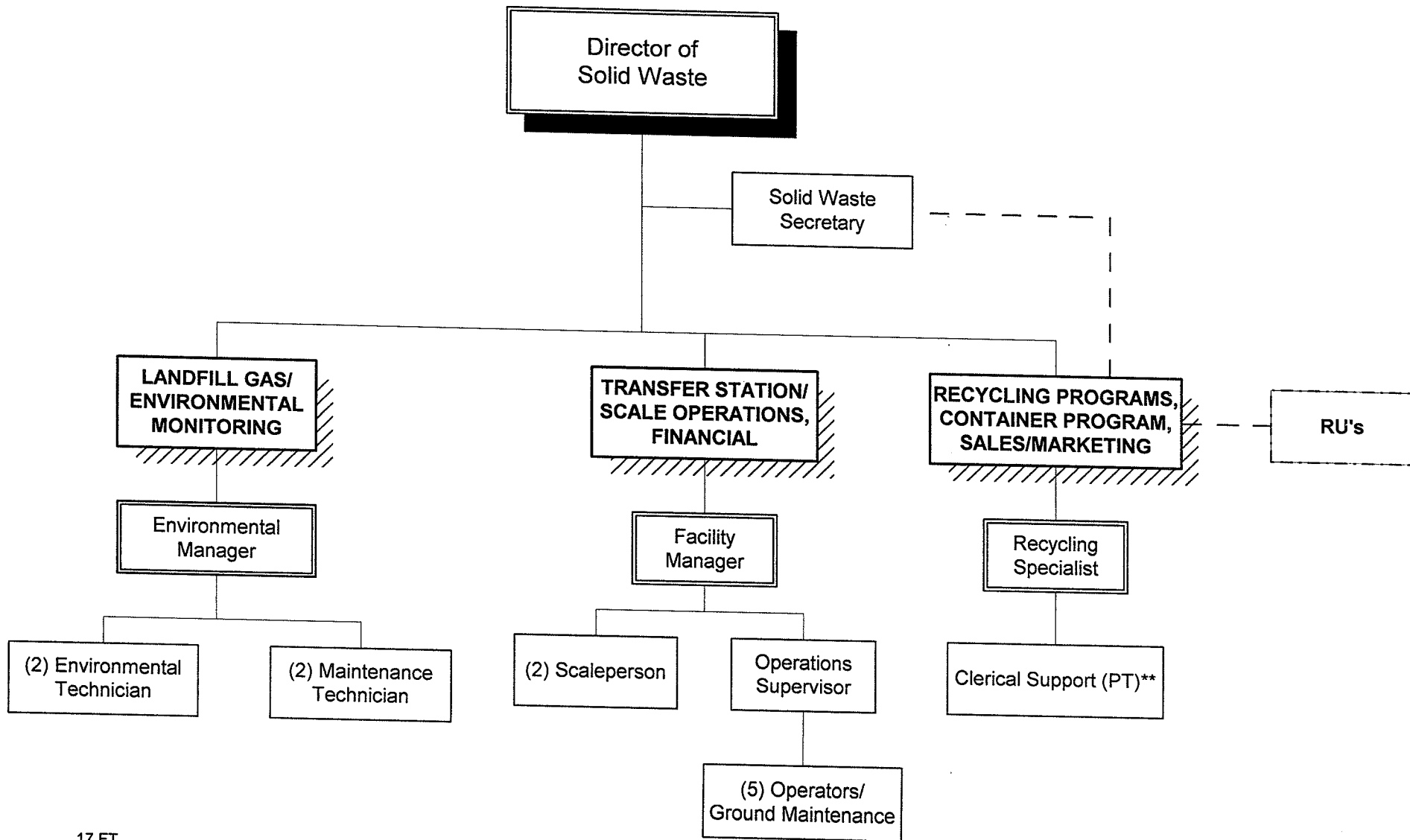
# SOLID WASTE - PHASE I



21 FT  
1 PT

\*\* Unclassified position

# SOLID WASTE - PHASE II



17 FT  
1 PT

\*\* Unclassified position



# **SOLID WASTE**

**Department: 520-XXX Fund: Solid Waste  
2012 BUDGET NARRATIVE**

**DEPARTMENT HEAD:** John M. Rabe, P.E.  
**LOCATION:** Winnebago County  
100 W. County Road Y  
Oshkosh, WI 54901

**Telephone: (920) 232-1850**

## **2011 ACCOMPLISHMENTS:**

1. Completed 7<sup>th</sup> and final year of cost-efficient operation as the “host” landfill for the Tri-County Regional Program (Brown, Outagamie and Winnebago Counties) – processed over 566,000 tons of solid waste in 2010.
2. Continued cost-efficient operation of recycling transfer facility by providing drop-off collection, transportation and off-site processing of dual and single stream recyclable materials as part of the Tri-County Regional Program.
3. Continued to assist with the operation of a Tri-County Regional Program single stream recycling processing facility at Outagamie County to provide additional service opportunities for Winnebago County customers. In addition, the Tri-County Regional Program single stream recycling processing facility was selected to receive the Associated Recyclers of Wisconsin, 2011 Outstanding Achievement in Recycling Award.
4. Fought to restore State municipal recycling grants, which were proposed to be eliminated completely as part of the Governor’s Biennial Budget, achieving a 60% restoration.
5. Continued to rebate surplus recycling revenues to our 15 signing municipalities resulting from the efficient recycling operations and strong commodity markets.
6. Continued operation of landfill gas collection and utilization systems at the Snell Road and Sunnyview Landfill facilities. Landfill gas is converted into electricity in five (5) engine/generators and the power and environmental credits are sold to a local utility (estimated revenues are expected to exceed the budget estimate of \$2,800,000).
7. Completed the 5<sup>th</sup> year of supplying the Winnebago County Highway Department with landfill gas (as a fuel source) for utilization in two boilers (estimated annual savings of approximately \$10,000).

8. Completed enhancements to the landfill gas engine/generator #4 & 5 waste heat recovery systems at the Winnebago County Sheriff's Office/Law Enforcement Center, which will provide efficient, low-cost "green" energy while reducing utility costs (once operational - estimated annual savings of approximately \$50,000 to \$100,000).
9. Completed final cover construction over 12 acres of the Co-Disposal Site to maintain WDNR closure plan compliance (remaining ~35 acres will be closed in 2013/14).
10. Expanded the landfill gas collection system (12 vertical gas wells) within the Co-Disposal Site to facilitate increased landfill gas collection, while maintaining WDNR/EPA air permit compliance.
11. Completed construction of a new landfill gas blower and flare system at the Snell Road Landfill to maintain WDNR/EPA air permit compliance.
12. Completed installation of a 3<sup>rd</sup> blower, oil/water separator and modified flare stack at the Sunnyview Landfill compressor/flare facility to improve operational performance during winter conditions, while maintaining WDNR/EPA air permit compliance.
13. Continued Tri-County Regional Program operation of Winnebago County's seasonal household hazardous material collection facility (staffed by Brown County personnel) to provide environmentally safe disposal options for Winnebago County residents. Also coordinated regional "Clean Sweep" events for residents and qualifying businesses to provide low cost/environmentally safe disposal options for hazardous chemicals/pesticides.
14. Continued recycling program to include year-round computer/electronics/bulb recycling opportunities for Winnebago County residents; improved the cost-efficiency of computer/electronics program by registering as a "Collector" and participating in the electronics recycling program established by 2009 Wisconsin Act 50.
15. Assisted with launch/operation of a permanent drug drop box at the Oshkosh Safety Building to provide an environmentally safe disposal option for unused/expired medications. Assisted with the launch/operation of the second permanent drug drop box at the Neenah Police Department.
16. Continued operation of container rental and lease program to provide customers with competitive/low cost options for managing solid waste and recyclable materials.
17. Provided representation on the newly formed Winnebago County Sustainability Committee, which fosters "green" practices for employees.
18. Continued to explore/evaluate/promote "green" energy projects for solid waste department operations.
19. Continued preparation of the Budget Narrative and other supporting documents as part of the 2011 Solid Waste budget process.

## **2012 GOALS & OBJECTIVES**

- 1. Continue with cost-efficient landfill operations utilizing Winnebago County customers solid waste only until site closure (estimated to be June 30, 2012). Then begin operation of a full scale solid waste transfer facility hauling solid waste to the Outagamie County landfill (Tri-County Regional Program).**
- 2. Develop final personnel/organizational staffing plan for a phased transition of Tri-County Regional Program “host” landfill operations during 2012. Tri-County Regional Program “host” landfill operations will shift to Outagamie County during 2012 and Winnebago County will begin to operate a full-scale solid waste transfer facility when the landfill airspace is fully utilized (landfill closed).**
- 3. Continue with cost-efficient operation of recycling transfer facility by providing drop-off collection, transportation and off-site processing of dual and single stream recyclable materials as part of the Tri-County Regional Program.**
- 4. Continue to assist with the operation of a Tri-County Regional Program single stream recycling processing facility located in Outagamie County to provide additional service opportunities for Winnebago County customers.**
- 5. Continue operation of landfill gas collection & utilization systems at the Snell Road and Sunnyview Landfill facilities to generate revenues (to offset operational expenses) while maintaining WDNR/EPA air permit compliance.**
- 6. Continue construction of landfill gas system components (vertical gas wells) within Phases 1-6 of the Co-Disposal Site to increase landfill gas collection, while maintaining WDNR/EPA air permit compliance.**
- 7. Continue operation of container rental and lease program to provide customers with competitive/low cost options for managing solid waste and recyclable materials.**
- 8. Continue to explore/evaluate/promote additional “green” energy projects/grant opportunities for solid waste department operations.**
- 9. Continue to explore other options for landfill gas usage.**

# SOLID WASTE

## 2012 BUDGET NARRATIVE HIGHLIGHTS

### DEPARTMENT STAFFING:

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Full Time	28	23	25	23	23	24	23	23	22	21	17
Part Time	0	1	1	2	2	2	2	2	1	1	1
Total	28	24	26	25	25	26	25	25	23	22	18

**DEPARTMENT SUMMARY:** The Solid Waste Department operates as a proprietary-type activity (enterprise fund) and as such does not have a direct effect on the tax levy. The department charges user (tipping) fees, which supports all operations. The 2012 net deficit is budgeted at (\$1,964,408) a decrease of \$1,213,939 or -361.8% from 2011) and includes a \$0.60/ton increase in the solid waste tipping fee and a \$5.00/ton decrease in the recycling tipping fee. This deficit was planned as the transition from regional landfill operation to full-time transfer station operation is anticipated to take place in July 2012. Since 2007, the County has not levied \$47,500 to support the Household Hazardous Material facility operation. Since 2007, the Solid Waste Department has reduced utility costs for the Law Enforcement Center and Highway Department facilities through the landfill gas utilization program (estimated 2012 tax levy savings of approximately \$50,000 to \$100,000). The Solid Waste Department also agreed to a \$7,300 increase in the indirect cost allocation plan (Interfund charges) for 2012 at the request of the Finance Department.

### SIGNIFICANT CHANGES:

#### Revenues:

Intergovernmental Services – Decrease of \$6,948,500 resulting from decreased landfill tonnages from Outagamie and Brown County. Winnebago County will not be the regional landfill in 2012.

Interfund Revenues – Increase of \$22,500 due to an increase in the amortization billing for the new engine/generator #5 waste heat recovery system at the Law Enforcement Center.

Interest on Investments – Decrease of \$130,061 due to a decrease in investment activity and interest rates.

Miscellaneous Revenues – Increase of \$6,700 based on the projected increase in revenues from the sale of scrap.

#### Expenses:

Total Labor Costs – Decrease of \$103,606 due to a reduced labor force resulting from the transition from landfill operation to transfer station operation during 2012.

Computer Software – Decrease of \$14,500 due to less computer software being purchase (upgrade to scale software purchased in 2011).

Small Equipment – Decrease of \$8,359 due to a reduction of planned container and miscellaneous equipment purchases.

Sign Parts & Supplies – Decrease of \$4,000 due to less signage needed at the solid waste/recycling transfer station.

Crushed Stone – Decrease of \$3,000 due to a reduced need for additional road materials for sludge site and co-disposal site operations.

Motor Fuel – Decrease of \$69,900 based on planned usage and projected markets.

Lubricants – Increase of \$47,600 based on planned usage and projected markets.

Tires & Batteries – Increase of \$6,950 to bring in line with current costs.

Heat – Decrease of \$4,700 based on planned usage and projected markets.

Water and Sewer – Increase of \$210,200 to bring in line with current leachate disposal costs due to a planned reduction of leachate recirculation.

Vehicle Repairs – Decrease of \$5,000 to bring in line with current costs.

Grounds Maintenance – Decrease of \$45,400 due to the less work needed on the landfill/transfer station grounds.

Building Repairs – Increase of \$40,500 due to roof and other building repairs.

Professional Services – Decrease of \$16,000 due to not needing any new SCADA upgrades.

Janitorial Services – Decrease of \$3,600 to bring in line with current cleaning service costs.

Architect & Engineer – Increase of \$190,000 based on actual planned projects, Snell Road Landfill Long-Term Care costs now being part of operations and to bring in line with current costs.

Management Services – Increase of \$19,000 due to an increase in the container program and other hauling costs.

Other Contracted Services – Increase of \$1,631,500 due to an increase in the projected Brown and Outagamie County settlement amounts for regional “host” landfill operation and disposal cost of waste transferred to and disposed of at the Outagamie County landfill.

Hauling Fees – Increase of \$553,000 due to transferring waste to the Outagamie County landfill.

Operating Licenses & Fees – Decrease of \$2,518,540 due to decreased tonnages disposed at the Winnebago County landfill that are subject to WDNR recycling surcharges.

Provision for Closing – Decrease of \$487,717 based on airspace usage and planned (non-budget) closure/landfill gas construction projects at the Sunnyview Landfill. This budget item is calculated by the Finance Department based on actual airspace usage and planned construction events, and fluctuates annually.

Provision for Long-Term Care – Increase of \$68,350 based on estimated costs for long-term care of the Sunnyview Landfill. This budget item is calculated by the Finance Department based on actual airspace usage, and fluctuates annually.

Depreciation Expense – Decrease of \$1,816,554 based on estimated costs for all Solid Waste Department cost centers. This budget item is calculated by the Finance Department, and fluctuates annually. The Sunnyview landfill will be closing during the second half of 2012.

State Special Charges – Decrease of \$2,105,729 due to decreased tonnages disposed at the Winnebago County landfill that are subject to other WDNR state special surcharges.

Debt Interest Payments – Decrease of \$10,079 due to the amount of current debt being lower than in previous years.

Motor Fuel (Interfund) – Decrease of \$5,900 to bring in line with current costs.

Labor Landfill from Highway (Interfund) – Decrease of \$12,550 due to less labor needed from the Highway Department.

Machinery Landfill from Highway (Interfund) – Increase of \$4,500 due to work needed at the landfill requiring Highway Department equipment.

Grounds Maintenance Landfill from Highway (Interfund) – Increase of \$4,600 due to work needed at the landfill requiring Highway Department services.

Professional Services (Interfund) – Increase of \$3,300 due to an approved increase in the indirect cost allocation plan.

Prop. & Liab. Insurance (Interfund) – Decrease of \$3,269 due to decrease in insurance premiums.

**Winnebago County**  
**Budget Detail - 2012**  
**Solid Waste**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Grants	0	0	15,000	0	0	0	0	NA
<b>Intergovernmental</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>
Forms, Copies, Etc.	2,265	2,750	0	500	0	0	0	0.0%
Rental Revenues	261,286	269,090	258,294	240,000	240,000	240,000	240,000	0.0%
Power Sales	0	2,043,466	2,190,989	2,800,000	2,800,000	2,800,000	2,800,000	0.0%
Donations	55	13	11	25	25	25	25	0.0%
Refunds - Public	0	(20,055)	11,076	0	0	0	0	NA
Landfill Fees	5,204,442	3,715,339	4,134,665	5,134,160	5,028,950	5,028,950	5,028,950	-2.0%
Landfill Gas-Rights	32,475	0	0	0	0	0	0	NA
Admission	0	(6,365)	0	0	0	0	0	NA
Other Public Charges	2,100	1,575	2,450	1,500	1,500	1,500	1,500	0.0%
<b>Public Services</b>	<b>5,502,622</b>	<b>6,005,813</b>	<b>6,597,485</b>	<b>8,176,185</b>	<b>8,070,475</b>	<b>8,070,475</b>	<b>8,070,475</b>	<b>-1.3%</b>
Reimbursed Costs	4,987	0	(5,016)	0	125,000	125,000	125,000	NA
Landfill Fees	7,670,763	8,074,476	9,970,859	7,131,000	57,500	57,500	57,500	-99.2%
Refunds - Municipal	(426,489)	(111,327)	(329,687)	0	0	0	0	NA
<b>Intergovernmental Services</b>	<b>7,249,260</b>	<b>7,963,149</b>	<b>9,636,156</b>	<b>7,131,000</b>	<b>182,500</b>	<b>182,500</b>	<b>182,500</b>	<b>-97.4%</b>
Landfill Fees	6,308	6,316	7,220	7,500	7,500	7,500	7,500	0.0%
Other Department Charges	9,580	16,096	13,130	72,500	95,000	95,000	95,000	31.0%
<b>Interfund Revenues</b>	<b>15,888</b>	<b>22,413</b>	<b>20,349</b>	<b>80,000</b>	<b>102,500</b>	<b>102,500</b>	<b>102,500</b>	<b>28.1%</b>
Interest-Investments	1,966,057	571,773	999,498	878,872	748,811	748,811	748,811	-14.8%
Interest - IDB Loans	137,495	94,482	45,685	0	0	0	0	NA
<b>Interest on Investments</b>	<b>2,103,552</b>	<b>666,254</b>	<b>1,045,184</b>	<b>878,872</b>	<b>748,811</b>	<b>748,811</b>	<b>748,811</b>	<b>-14.8%</b>
Rental - Equipment	20,351	24,250	0	10,000	0	0	0	0.0%
Material Sales	150	0	0	0	0	0	0	NA
Sale of Scrap	74,544	7,362	99,440	40,000	56,500	56,500	56,500	41.3%
Other Miscellaneous Revenues	154,570	8,481	1,358	0	200	200	200	NA
Cost Sharing Allocations	66,406	23,971	0	0	0	0	0	NA
<b>Miscellaneous Revenues</b>	<b>316,021</b>	<b>64,063</b>	<b>100,799</b>	<b>50,000</b>	<b>56,700</b>	<b>56,700</b>	<b>56,700</b>	<b>13.4%</b>
Gain - Sale of Assets	0	0	8,933	0	0	0	0	NA
Premium on Bond Issue	1,617	404	0	0	0	0	0	NA

**Winnebago County  
Budget Detail - 2012  
Solid Waste  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Financing Sources	1,617	404	8,933	0	0	0	0	NA
<b>TOTAL REVENUES</b>	<b>15,188,962</b>	<b>14,722,096</b>	<b>17,423,906</b>	<b>16,316,057</b>	<b>9,160,986</b>	<b>9,160,986</b>	<b>9,160,986</b>	<b>-43.9%</b>
Regular Pay	981,042	966,638	906,208	1,024,279	993,271	993,271	993,271	-3.0%
Elected Officials	8,304	7,412	7,084	6,500	6,500	6,500	6,500	0.0%
Overtime	118,388	114,026	100,062	83,422	68,297	68,297	68,297	-18.1%
<b>Wages</b>	<b>1,107,734</b>	<b>1,088,076</b>	<b>1,013,355</b>	<b>1,114,201</b>	<b>1,068,068</b>	<b>1,068,068</b>	<b>1,068,068</b>	<b>-4.1%</b>
Fringe Benefits	436,681	404,419	418,246	510,825	432,821	432,821	432,821	-15.3%
Unemployment Comp	1,065	9,512	148	0	0	20,531	20,531	NA
Compensated Absences	11,665	662	2,100	0	0	0	0	NA
<b>Fringes</b>	<b>449,411</b>	<b>414,593</b>	<b>420,495</b>	<b>510,825</b>	<b>432,821</b>	<b>453,352</b>	<b>453,352</b>	<b>-11.3%</b>
<b>Total Labor Costs</b>	<b>1,557,145</b>	<b>1,502,669</b>	<b>1,433,849</b>	<b>1,625,026</b>	<b>1,500,889</b>	<b>1,521,420</b>	<b>1,521,420</b>	<b>-6.4%</b>
Registration & Tuition	3,053	7,624	3,468	5,795	4,560	4,560	4,560	-21.3%
Automobile Allowance	7,319	6,002	4,215	6,875	7,595	7,595	7,595	10.5%
Commercial Travel	1,763	0	0	1,800	1,200	1,200	1,200	-33.3%
Meals	373	581	521	2,410	2,165	2,165	2,165	-10.2%
Lodging	1,268	1,347	1,273	4,280	3,090	3,090	3,090	-27.8%
Other Travel Exp	115	5	71	0	70	70	70	NA
Taxable Meals	200	195	170	0	0	0	0	NA
<b>Travel</b>	<b>14,091</b>	<b>15,752</b>	<b>9,718</b>	<b>21,160</b>	<b>18,680</b>	<b>18,680</b>	<b>18,680</b>	<b>-11.7%</b>
Office Expenses								
Office Supplies	4,551	5,573	7,170	5,000	5,900	5,900	5,900	18.0%
Stationery and Forms	64	0	0	60	0	0	0	0.0%
Printing Supplies	977	1,481	1,475	1,250	1,050	1,050	1,050	-16.0%
Print & Duplicate	3,180	4,212	3,357	4,900	4,900	4,900	4,900	0.0%
Postage and Box Rent	982	1,481	1,469	1,400	1,900	1,900	1,900	35.7%
Computer Supplies	1,457	0	774	0	0	0	0	NA
Computer Software	4,452	945	133	15,000	500	500	500	-96.7%
Microfilming Supplies	154	0	0	0	0	0	0	NA
Advertising	45,331	55,862	51,027	48,500	48,500	48,500	48,500	0.0%
Subscriptions	2,116	827	748	1,800	950	950	950	-47.2%



**Winnebago County**  
**Budget Detail - 2012**  
**Solid Waste**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Membership Dues	1,202	1,942	1,630	2,100	2,000	2,000	2,000	-4.8%
Publish Legal Notices	215	291	398	250	200	200	200	-20.0%
Operating Expenses								
Telephone	21,978	18,281	21,175	20,550	21,000	21,000	21,000	2.2%
Telephone Supplies	14	0	26	0	0	0	0	NA
Telephone Comm Lines	0	0	1	0	0	0	0	NA
Agricultural Supplies	351	0	0	0	0	0	0	NA
Household Supplies	989	3,665	1,012	1,950	990	990	990	-49.2%
Clothing & Uniforms	596	1,065	847	750	750	750	750	0.0%
Food	274	223	81	400	325	325	325	-18.8%
Small Equipment	202,846	79,778	15,057	72,350	63,991	63,991	63,991	-11.6%
Shop Supplies	24,664	22,888	25,920	26,400	25,500	25,500	25,500	-3.4%
Medical Supplies	919	2,763	964	1,000	750	750	750	-25.0%
Legal Fees	6,003	(8,475)	0	0	0	0	0	NA
Other Operating Supplies	0	25	696	0	0	0	0	NA
Safety Supplies	38	0	0	0	0	0	0	NA
Landfill Cover Material	0	9,657	9,020	10,000	10,000	10,000	10,000	0.0%
Repairs & Maintenance								
Maintenance - Buildings	643	441	742	1,750	950	950	950	-45.7%
Maintenance - Grounds	24,150	14,302	16,468	15,300	14,100	14,100	14,100	-7.8%
Maintenance - Equipment	765	570	808	900	900	900	900	0.0%
Maintenance-Vehicles	267	62	981	300	200	200	200	-33.3%
Repair & Maintenance Supplies	2,205	2,771	25,275	26,700	26,400	26,400	26,400	-1.1%
Painting Supplies	568	0	0	100	100	100	100	0.0%
Consumable Tools	608	1,060	3,796	2,000	1,350	1,350	1,350	-32.5%
Sign Parts & Supplies	883	0	546	5,000	1,000	1,000	1,000	-80.0%
Other Maint. Supplies	948	2,277	2,348	925	1,525	1,525	1,525	64.9%
Construction Supplies								
Crushed Stone	33,001	56,109	71,922	50,000	47,000	47,000	47,000	-6.0%
Sand and Gravel	255	0	0	0	0	0	0	NA
Calcium Chloride	0	0	528	0	275	275	275	NA
Other Supplies and Expense	0	0	943	1,000	0	0	0	0.0%
Parks	1,440	1,080	0	0	0	0	0	NA
Steel and Iron	103	0	0	100	500	500	500	400.0%
Metal Pipe & Fittings	0	2,826	65	100	100	100	100	0.0%
Small Hardware	374	43	0	0	0	0	0	NA
Maintenance Supplies								

**Winnebago County  
Budget Detail - 2012  
Solid Waste  
ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Electrical Products	177	1,189	451	100	300	300	300	200.0%
Electrical Fixtures	36	56	0	0	0	0	0	NA
Other Elect. Products	0	531	169	50	150	150	150	200.0%
Other Plumbing Prod.	351	0	28	100	0	0	0	0.0%
Other Building Materials	0	262	156	0	0	0	0	NA
Motor Fuel	407,515	207,370	270,862	283,000	213,100	213,100	213,100	-24.7%
Lubricants	89,721	109,374	132,178	145,000	192,600	192,600	192,600	32.8%
Machine & Equip Parts	334,622	223,966	260,296	295,900	300,600	300,600	300,600	1.6%
Tires & Batteries	13,583	13,285	13,796	10,250	17,200	17,200	17,200	67.8%
Utilities								
Heat	61,008	23,362	14,021	27,500	22,800	22,800	22,800	-17.1%
Power and Light	123,082	137,550	137,515	145,500	152,400	152,400	152,400	4.7%
Water and Sewer	190,033	217,257	102,700	99,625	309,825	309,825	309,825	211.0%
Contractual Services								
Medical and Dental	598	370	915	600	600	600	600	0.0%
Legal Services	51,649	57,465	7,761	17,000	17,500	17,500	17,500	2.9%
Pest Extermination	1,218	1,920	1,885	2,075	2,075	2,075	2,075	0.0%
Snow Removal	70	0	0	0	0	0	0	NA
Other Repair & Maint.-Streets	0	58	0	0	0	0	0	NA
Vehicle Repairs	8,580	13,381	16,682	10,500	5,500	5,500	5,500	-47.6%
Equipment Repairs	409,620	679,227	931,604	442,000	443,700	443,700	443,700	0.4%
Grounds Maintenance	69,719	216,868	46,365	287,000	241,600	241,600	241,600	-15.8%
Building Repairs	27,439	20,907	22,470	26,500	67,000	67,000	67,000	152.8%
Accounting - Auditing	0	2,200	4,500	2,200	2,200	2,200	2,200	0.0%
Professional Service	83,411	53,699	44,760	65,500	49,500	49,500	49,500	-24.4%
Collection Services	2,018	561	419	1,000	1,000	1,000	1,000	0.0%
Janitorial Services	32,170	24,376	20,739	26,200	22,600	22,600	22,600	-13.7%
Architect & Engineer	303,718	371,908	393,598	596,000	786,000	786,000	786,000	31.9%
Management Services	246,449	346,947	250,587	259,300	278,300	278,300	278,300	7.3%
Other Contract Serv.	388,311	521,045	400,277	370,000	2,001,500	2,001,500	2,001,500	440.9%
Hauling Fees	142,910	81,943	23,465	22,000	575,000	575,000	575,000	2513.6%
Rental Expenses								
Equipment Rental	12,572	24,178	29,358	17,600	17,500	17,500	17,500	-0.6%
Insurance								
Prop & Liab Insurance	69,865	39,332	39,332	39,332	39,332	39,332	39,332	0.0%
Operating Licenses & Fees	2,253,286	2,419,386	3,395,356	3,029,690	511,150	511,150	511,150	-83.1%
Depreciation & Amortization								

**Winnebago County**  
**Budget Detail - 2012**  
**Solid Waste**  
**ALL**

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Provision for Closing	2,090,155	658,560	467,628	1,207,920	720,203	720,203	720,203	-40.4%
Provision for Long-Term Care	1,025,147	782,701	439,325	392,340	460,690	460,690	460,690	17.4%
Depreciation Expense	2,659,051	2,500,188	1,557,793	2,738,115	921,561	921,561	921,561	-66.3%
Amortization of SSR	0	46,577	227,591	228,000	235,211	235,211	235,211	3.2%
Other Sundry & Fixed Charges								
State Special Charges	986,094	1,862,370	2,853,517	2,505,729	400,000	400,000	400,000	-84.0%
Other Miscellaneous	19	70	1,318	0	0	0	0	NA
Interfund Expenses								
Print & Duplicate	3,064	3,099	3,660	3,350	3,450	3,450	3,450	3.0%
Postage and Box Rent	2,279	2,961	2,176	2,920	2,720	2,720	2,720	-6.8%
Computer Software	0	0	0	0	1,000	1,000	1,000	NA
Maintenance - Building	0	0	3,996	4,000	5,000	5,000	5,000	25.0%
Motor Fuel	17,968	11,439	13,829	16,050	10,150	10,150	10,150	-36.8%
Machine & Equip Parts	1,960	292	71	250	0	0	0	0.0%
Labor-Ldfl from Hwy	87,669	9,389	2,038	15,150	2,600	2,600	2,600	-82.8%
Machinery-Ldfl from Hwy	5,099	3,738	2,084	1,500	6,000	6,000	6,000	300.0%
Material-Ldfl from Hwy	0	0	1,251	0	0	0	0	NA
Equipment Repairs	8,216	990	776	995	793	793	793	-20.3%
Grounds Maintenance	5,474	5,039	4,365	3,800	8,400	8,400	8,400	121.1%
Accounting - Auditing	36,735	25,632	30,000	32,500	34,500	34,500	34,500	6.2%
Data Processing	10,750	10,752	15,600	16,700	17,700	17,700	17,700	6.0%
Professional Services	37,000	46,968	55,404	58,800	62,100	62,100	62,100	5.6%
Prop. & Liab. Insurance	40,260	42,791	47,088	58,926	55,657	55,657	55,657	-5.5%
Other Uses of Funds								
Loss on Sale of Assets	1,983	0	165,944	0	0	0	0	NA
Loss on Advance Refunding	9,492	2,373	0	0	0	0	0	NA
Other Operating Expenses	<u>12,762,361</u>	<u>12,118,852</u>	<u>12,730,698</u>	<u>13,919,402</u>	<u>9,585,294</u>	<u>9,585,294</u>	<u>9,585,294</u>	<u>-31.1%</u>
<b>TOTAL EXPENSES</b>	<u>14,333,597</u>	<u>13,637,273</u>	<u>14,174,265</u>	<u>15,565,588</u>	<u>11,104,863</u>	<u>11,125,394</u>	<u>11,125,394</u>	<u>-28.5%</u>
<b>LEVY BEFORE ADJUSTMENTS</b>	<u>855,365</u>	<u>1,084,823</u>	<u>3,249,641</u>	<u>750,469</u>	<u>(1,943,877)</u>	<u>(1,964,408)</u>	<u>(1,964,408)</u>	<u>-361.8%</u>
<b>Additional cash disbursements that do not appear on the income statements</b>								
Buildings	0	0	362,456	0	0	0	0	NA
Other Improvements	386,018	298,730	1,383,345	0	0	0	0	NA

**Winnebago County**  
**Budget Detail - 2012**  
**Solid Waste**  
ALL

Description	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011 ADOPTED BUDGET	2012 REQUEST BUDGET	2012 EXECUTIVE BUDGET	2012 ADOPTED BUDGET	% Change From 2011 Adopted to 2012 Adopted
Other Equipment	542,339	918,142	162,529	255,200	290,000	290,000	290,000	13.6%
<b>Capital</b>	<b>928,357</b>	<b>1,216,872</b>	<b>1,908,330</b>	<b>255,200</b>	<b>290,000</b>	<b>290,000</b>	<b>290,000</b>	<b>13.6%</b>
Debt Principal Payments	368,531	364,178	6,641	236,000	243,913	243,913	243,913	3.4%
<b>Debt Services</b>	<b>368,531</b>	<b>364,178</b>	<b>6,641</b>	<b>236,000</b>	<b>243,913</b>	<b>243,913</b>	<b>243,913</b>	<b>3.4%</b>

**WINNEBAGO COUNTY**  
CAPITAL OUTLAY - 2012

<u>Department</u>	<u>Description</u>	<u>Quantity</u>	<u>Special Equip (Note)</u>	<u>Other</u>	<u>Capital Outlay</u>
Solid Waste	5 yard Dump Truck (used)	1		-	35,000
	Front End Loader (new)	1		-	220,000
	Aerial Boom Lift (used)	1		-	35,000
				-	-
		3	-	-	290,000

## GLOSSARY

**Accrual Accounting:** A method of accounting in which revenues are recognized in the accounting period in which they are earned. Expenditures are recognized in the accounting period in which the liability is incurred. This method also is often contrasted with **Cash Accounting**.

**Agency Fund:** A **Fiduciary Fund** in which the government is a temporary agent.

**Appropriations:** The amount of money granted by the legislative body to units of local government for most activities in the coming **Fiscal Year**. Appropriations are usually reported in the budget by **Line Item**; and they allow governmental units to make new expenditures and incur new obligations up to the amount of the appropriation. Appropriations are also called budgeted expenditures.

**Assessed Valuation:** This is the value of the property that is available for taxation which is determined annually and is based on the ratio of the property's assessed value to its "fair market value." The process of determining a property's assessed value is called an **Assessment**, and assessors consider many factors when valuing properties. See **Equalized Assessed Valuation**.

**Assets:** As reported on a **Balance Sheet** for a given fund, assets include any financial resources available to government such as cash, expected tax revenues, payments due from other funds or governmental units, and inventories.

**Balance Sheet:** A periodic report on the government's **Assets, Liabilities, and Fund Equity**, and all **Governmental Funds**. The governmental financial officer or the Accounting division usually prepares these reports.

**Bonds (Municipal):** A method of issuing **long-term Debt** to local governments or semi-independent agencies associated with local government such as authorities or corporations. The two primary types of bonds are: General **Obligation** and **Revenue**. All municipal bonds are tax exempt, and therefore are usually bought by investors with high marginal tax rates such as commercial banks and high-income individuals. Investment patterns in municipal bonds have changed dramatically since the late 70's due to revenue limitations, radical changes in interest rates, and the national Tax Reform Act of 1986 that eliminated the benefits of using revenue bonds for "private purpose development."

**Bond Rating:** A judgement on the investment quality of the **Bond** which reflects the government's ability to repay the debt or its creditworthiness. The stronger the rating, the lower the interest rate assigned to the bond by the underwriters. There are three rating agencies: Moody's Investors Service, Standard & Poor's Corporation, and Fitch's. A variety of characteristics about the government and community are examined to determine its rating such as the strength of the local economy, the financial management practices of the government, debt factors, and administrative practices.

**Budget:** The budget is one of the primary financial documents of the government, in addition to the **Comprehensive Annual Financial Report**. The budget is prepared before the beginning of the **Fiscal Year** and documents expected **Revenues**, and **Appropriations** for the entire government and for the various departments and divisions of the government.

**Cash Accounting:** Different from accrual accounting in that both revenues and expenditures are not recognized until the cash transfers are actually made. This method of accounting is not recognized by **Generally Accepted Accounting Principles (GAAP)**.

**Comprehensive Annual Financial Report (CAFR):** In addition to the **Budget**, the CAFR is one of the primary financial documents of the government. The document is prepared at the end of the **Fiscal Year** and presents summaries of the government's fiscal activities in the past year (in comparison to previous years and the budget). Specifically, the document contains comprehensive (combined) **Balance Sheets**, statements of **Revenues** and **Expenditures** and changes in the **Fund Balance** for all **Governmental Funds**.

**Current Assets:** include any financial resource available to a government unit to meet any obligations due within a year. This would include non-cash assets that could be convertible to cash to meet obligations due within a year. For instance, receivables would be classified as a current asset if they would be collectible within one year.

**Current Liabilities:** include any amount owed to outside parties where the amounts must be repaid within a year. An example would include telephone and utility bills. These obligations are due within a year.

**Debt Limit:** The maximum amount of gross or net debt which is legally permitted by state mandate, constitution, or voter approval. These limits usually apply only to **General Obligation Bonds** rather than **Revenue Bonds**.

**Debt Service Fund:** A fund that accounts for the payment of principal and interest on the government's **long-term Debt**.

**Depreciation:** Expiration in the service of a **Fixed Asset** which is considered a portion of the total cost of the fixed asset and charged as an expense during a particular period.

**Encumbrance:** A commitment to expend funds for a particular purpose (even prior to establishing a legal obligation or liability). They are not recorded as **Expenditures, Appropriations, or Liabilities** but as a reduction in the **Fund Equity** (as reported on the **Balance Sheets**). Encumbrances become **Expenditures** when cash payments are actually made.

**Enterprise Fund:** A fund that accounts for services that are supported primarily by **User Charges** such as golf courses, swimming pools, or garbage collection.

**Equalized Assessed Valuation:** Because **Assessed Valuation** (and therefore the **Tax Rate**) may vary from market values of property in different communities, state governments establish an equalized assessed valuation of property to be used for taxation at other levels of government such as the county. In this case, the equalization ensures that taxpayers within the county will be taxed at the same level of market value, for the county's portion of the **Property Tax**, even though municipalities within the county will calculate **Assessed Valuation** of properties within their borders at different times and, therefore, have different estimates of market values.

**Executive Budget:** A type of budgeting process in which the **Chief Executive** has primary responsibility for preparing the budget and authority over budget that is presented to the legislative body for approval.

**Expendable Fund:** Accounting or budgeting funds in which authorization for new spending or incurring new obligations expires at the end of the **Fiscal Year**. **Governmental Funds** are usually expendable.

**Expenditures:** The actual cash payments of governmental units for all activities, which are monitored throughout the year, but are calculated for an entire **Line-item** or **Program** in the budget for a previous **Fiscal Year**.

**Fiscal Year:** A twelve-month period of time for which governmental activities are budgeted and the **Budget** is prepared. This is also the time allotted to record and present other summary financial statements such as the **Comprehensive Annual Financial Report**. Technically, a fiscal year can be any set of 12 months, but most municipalities operate on a January 1 to December 31 fiscal year.

**Fixed Assets:** Long-term assets that the government intends to use or hold for a relatively long period of time, such as land, buildings, machinery, and equipment.

**Fund Balance:** As defined in the **Balance Sheets** of all **Governmental Funds**, it is that part of the **Fund Equity** that is available for future commitment, expenditure, or appropriation. More specifically, it is that part of the fund equity that is not reserved for **Encumbrances**, and may be called the **Unreserved Fund Balance**.

**Fund Equity:** As reported in the **Balance Sheets** of all **Governmental Funds**, fund equity is defined as fund **Assets** minus fund **Liabilities**.

**GAAP:** Stands for Generally Accepted Accounting Principles. These are national standards of financial reporting as established by the Governmental Accounting and Standards Board (GASB).

**General Fund:** The fund that accounts for and supports most services in government.

**General Obligation Bond: long-term Debt**, which is secured by the government's full faith and credit (i.e. its taxing powers). These bonds usually have a lower rate of interest than **Revenue Bonds** because of lesser risk associated with a very secure source of repayment. They often require an affirming vote of the public, and their principal retired or repaid in the future from the **General Fund**. Once the debt is issued, payment of interest and principal is handled through a **Debt Service Fund**.

**Goal:** a long-term, attainable target for an organization – its vision of the future.

**Governmental Funds:** Four different accounting or budgetary groups which, generally, are unique to government and which account for most governmental activities. These funds are the: **General Fund**, **Capital Project Fund**, **Debt Service Fund**, and **Special Revenue Fund**.

**Home Rule:** State laws or constitutional stipulations regarding local government in the following areas: 1) its form; 2) the type or extent of services provided; 3) the range of revenues that they can levy, and tax, debt, or expenditure limitations.

**Intergovernmental Revenue:** Revenues that are transferred from other governments to the local government or are passed through the local government directly to individuals or other entities. There are three broad types of intergovernmental revenues: **Grants-in-Aid**, **Shared Revenues**, and **Transfer Payments**.



**Internal Service Fund:** A fund that accounts for the provision of goods and services from one agency or department to another within the government (e.g. maintenance on equipment, printing and copying, or information services).

**Liabilities:** As reported in the **Balance Sheet** for a given fund, liabilities include amounts owed to persons or organizations outside that fund. Examples of liabilities are: payable vouchers, amounts due to other funds or units, and deferred revenues.

**Line-item Budget:** Line-item budget presentations group expenditures according to the object of expenditure such as salaries, benefits, supplies, equipment, and maintenance. These categories, such as salaries, may be further divided into temporary wages, permanent wages, and overtime.

**Long-Term Debt:** A governmental unit may issue long-term debt to finance capital and infrastructure expenditures. In contrast to **Short-Term Debt**, it should not be used for regular operations. The two primary means of issuing or financing long-term debt are: **General Obligation Bonds** and **Revenue Bonds**.

**Matching Grant:** A specific type of **Conditional Grant** in which the local government must contribute some percentage of funds in order to receive the grant.

**Millage:** A term applied to the **Tax Rate** of a **Property Tax** which specifies the rate of taxation on a dollar of assessed value (or on a \$1,000). The term "20 mills" would mean two cents for every dollar of assessed value (or two dollars for every \$1,000).

**NA:** Not applicable or does not apply.

**Objective:** a specific, measurable and observable result of an organization's activity which advances the organization toward its goal.

**Other Operating Expenses:** Within Winnebago County, this group of expenditures includes all expenses other than labor, capital outlay and travel. Examples of groups of items include office expenses such as supplies, stationery and forms, postage and others. Other expenses also includes publications, subscriptions, dues, telephone other operating expenses, repairs and supplies, utilities, contractual expenses such as accounting, and legal services. This category also includes rental expense and insurance.

**Policy:** a plan, course of action or guiding principle, designed to set parameters for decisions and actions.

**Program Budget:** Programmatic budget presentations group the **Line-Items** into units that represent service objectives or functions such as crime prevention, fire education (Stop, Drop, & Roll), or small business incentive loans.

**Proprietary Funds:** General accounting or budgetary groups that are analogous to private commercial organizations. Government recognizes two types of proprietary funds: Enterprise **Funds** and **Internal Service Funds**.

**Retained Earnings:** is the cumulative amount by which revenues and operating transfer from other funds have exceeded expenses and transfers to other funds.

**Revenues:** All funds used by local government report revenues as the primary source of monetary input. There are six primary sources of revenues for **General Fund** of the local government: taxes, licenses and permits, **Intergovernmental Revenues**, **User Charges**, fines and forfeitures, and miscellaneous. Expected or

budgeted revenues are those that are estimated for the coming fiscal year. Actual revenues represent the amount of money that was actually collected by the government.

**Shared Revenues:** A type of Intergovernmental Revenue in which revenues collected by another government which are distributed to a local government according to a formula such as number of children enrolled, population or per capita income.

**Short-Term Debt:** Debt that is issued for less than a year to ease temporary cash flow deficiencies until expected **Revenues** from taxes, bonds, or other governments are received.

**Special Revenue Fund:** A fund that accounts for specific services or projects that are funded through contractually or legally earmarked revenues.

**Tax Incremental Finance (TIF) Districts:** An area within the boundaries of a local government that is designated for redevelopment. Revenue from the incremental growth of the property tax base is used to provide additional funds for further redevelopment or for debt service on bonds issued for the original redevelopment efforts.

**Unreserved Fund Balance:** This is a component of the **Fund Balance**, which specifies money available for future commitments, expenditures, or appropriations.

**Working Capital:** is the excess of current assets over current liabilities. At the end of a fiscal year, working capital can represent the net available remaining current resources of an entity available after all obligations of the current fiscal period has ended. It can represent an estimate of an entity's undesignated financial resources, similar to undesignated fund balance.



Description	Page #
Administration - division summary	80
Airport - individual programs	246
Airport Fund	235
Ambulance Service	431
Apportionment comparison	47
Appropriations summary	28
Budget information on a fund acctg basis	48
Budget message	1
Budget summary	27
Capital improvements program	462
Capital outlay budget	77
Capital projects	458
Child Support	279
Circuit Court I	198
Circuit Court II	198
Circuit Court III	198
Circuit Court IV	198
Circuit Court V	198
Circuit Court VI	198
Clerk of Courts	189
Coroner	215
Corporation Counsel	87
County Board	421
County Clerk	94
County Clerk - individual programs	108
County Executive	81
Court Commissioner	198
Debt service	433
Debt service levy - chart	43
Demographic statistics	467
District Attorney	180
Economic Development Industrial Board	431
Education, Culture & Recreation - division summary	352
Emergency Management	223
Equalized property value	35
Expenditure categories - chart	33
Expenditure summary - chart	31
Expenditures by fund	5

Description	Page #
Facilities and Property Management	168
Facilities and Property Management - individual	177
Family Court Commissioner	198
Family Court Counseling	198
Finance	136
Finance - individual programs	144
Financial comparison - debt service	37
Financial comparison - library tax	38
Financial comparison - operating expenses	36
Financial comparison - special purpose taxes	39
Financial comparison - total	35
Fringe benefit components	25
Fund balance projections	50
General Services - individual programs	151
General Services Fund	145
Glossary	486
Health and Human Services - division summary	267
Highway Fund	248
Highway Fund - individual programs	260
Human Resources and Payroll	117
Human Services	295
Information Systems	157
Jail Improvement Fund	213
Land & Water Conservation	410
Land & Water Conservation - individual programs	419
Land Records Modernization	406
Law Library	198
Levy by division - chart	34
Levy limits	20
Library tax	431
Library tax levy - chart	44
Miscellaneous and Unclassified Fund	427
Mission statement	8
Non-divisional summary	420
Operating grants	431
Operating levy - chart	42
Outstanding debt	438
Park View Health Center	337

Description	Page #
Park View Health Center - individual programs	350
Parks	370
Parks - Boat Launch	381
Planning	392
Planning - individual programs	401
Planning and Environment - division summary	384
Policies - budget and financial	10
Population - Winnebago County	467
Probate	198
Property & Liability Insurance Fund	152
Property Tax Levy Limit Freeze	21
Property tax rate	35
Property tax rate limits	20
Public Health	268
Public Safety-division summary	179
Register of Deeds	385
Reserves applied	23
Revenue - graphs	55
Revenue by fund	51
Revenue sources - chart	32
Revenue summary - chart	30
Road Maintenance	262
Scholarship Program	426
Self Funded Dental Insurance	133
Self Funded Health Insurance	130

Description	Page #
Sheriff	199
Sheriff - individual programs	211
Significant information - budget	23
Solid Waste	470
Special tax levy - chart	45
Summary of county board actions	26
Table of organization - changes	61
Table of organization - personnel count	61
Table of organization - reporting structure	9
Tax apportionment- County	46
Tax incremental districts	468
Tax levy	35
Tax Lister	403
Technology Replacement Fund	167
Teen Court	198
Total levy - chart	41
Transportation - division summary	234
Treasurer	109
Underground Storage Tanks	265
University Extension	360
UW-Fox Valley	353
Veterans Services	287
VIP	198
Winnebago County - total budget	29
Workers Compensation Fund	126