

Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue
Room 112
Jefferson, WI 53549

Date: Thursday, April 14, 2016

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Poulson, Blane
	Braugher, James (Vice Chair)	Schroeder, Jim
	Hanneman, Jennifer (Secretary)	

Bid Opening for Foreclosed Properties at 9:00 a.m

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Finance Committee minutes for March 8, 2016
6. Communication
7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and possible action for out of state travel for Child Support staff
9. Discussion and possible action for out of state travel for an individual at the Health Department.
10. Discussion and possible action to change fees for remote access in Register of Deeds office.
11. Discussion and possible action on granting the right of former owners to repurchase lands to which Jefferson County has taken title through delinquent tax enforcement collection, pursuant to Jefferson County Ordinance Number 2002-13 and State Statute section 75.35
12. Discussion and possible action on determining disposition of foreclosed properties setting minimum bids for the sale of foreclosed properties and considering offer to purchase on foreclosed properties
13. Discussion and possible action on resolution for changing the fee for cremation permits
14. Discussion and possible action on resolution for authorizing Purchase Card rebate to fund upgrade to employee breakrooms
15. Discussion and possible action on contingency transfer of funds to update meeting rooms
16. Review of the financial statements and department update for February 2016-Finance Department
17. Review of the financial statements and department update for February 2016-County Clerk
18. Review of the financial statements and department update for February 2016-Treasurer
19. Review of the financial statements and department update for February 2016-Child Support
20. Discussion of funding for projects related to the new Highway Facilities or sale of old Highway Facilities
21. Discussion on 2016 projections of budget vs. actual
22. Discussion and possible action on approving to contract for an ERP (Enterprise Resource Planning) System
23. Update on contingency fund balance
24. Set future meeting schedule, next meeting date, and possible agenda items
25. Payment of invoices
26. Adjourn

Next scheduled meetings:

Thursday, May 12, 2016 Regular Meeting
Thursday, June 9, 2016 Regular Meeting
Thursday, July 14, 2016 Regular Meeting
Thursday, August 11, 2016 Regular Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Jefferson County
Finance Committee Minutes
March 8, 2016

Committee members: Braughler, James B (Vice Chair) Poulson, Blane
Hanneman, Jennifer (Secretary) Schroeder, Jim
Jones, Richard C. (Chair) (Absent)

1. **Call to order** – James Braughler called the meeting to order at 5:00 p.m.
2. **Roll call (establish a quorum)** – All committee members were present except for Richard Jones which was excused. Staff in attendance was Ben Wehmeier, Blair Ward, Connie Freeberg, Kelly Stade, Rob Klotz, Sharon Ernhardt, Kathi Cauley, Barb Frank and Brian Lamers. County Board Supervisors included Don Reese and Laura Payne. Others present were Alexa Zoellner from the Jefferson Daily Union and Victor Karaliunas from Town of Ixonia regarding item #10.
3. **Certification of compliance with the Open Meetings Law** – Wehmeier certified that notice of the meeting complied with the Open Meetings Law.
4. **Approval of the agenda**-Move items #10 and #8 before #7.
5. **Approval of Finance Committee minutes for February 11, 2016.** A motion was made by Hanneman/Schroeder to approve the February 11, 2016 minutes. The motion passed 4-0.
6. **Communications** – Wehmeier stated at the next Finance meeting there will be on the agenda the approval of out of state travel for some Child Support employees.
7. **Public Comments** – None
8. **Discussion and possible action on Resolution disallowing the claims of Kent Sormrud and WE Energies.** A motion was made by Poulson/Hanneman to forward the resolution for disallowing the claims of Kent Sormrud and WE Energies to the County Board of Supervisors. The motion passed 4-0.
9. **Discussion and possible action on determining disposition of foreclosed properties and setting minimum bids to be submitted.** Discussion took place on the Sullivan property #181-0616-0313-070, Wehmeier informed the committee that there was a sink hole that was discovered on the property from an old septic tank. The excavation for sink hole will be taking place this week. The building if tore down will be an unbuildable site with the zoning restrictions by the village. Wehmeier stated this property is currently a liability. Wehmeier recommended doing the demo for \$15,000 and then asking the Village for a variance for building on the property. A motion was made by Hanneman/Poulson authorizing the demo of the building. The motion passed 4-0. Discussion took place on the Johnson Creek property #141-0715-0733-050. The property has unpaid taxes of \$12,247.83. A motion was made by Poulson/Hanneman to place #141-0715-0733-050 on the online auction for \$12,250. The motion passed 4-0. Discussion took place on properties #012-0816-0522-002 and 3012-0816-0522-003 which was previously approved for the purchase by the existing property owner by May 12, 2016. It was discussed that the property be also listed for auction so if the owner is unable to purchase the property back, the auction would also be in the process. A

motion was made by Hanneman/ Poulson to put on auction #012-0816-0522-002 for a minimum bid of \$37,067.44 and #012-0816-0522-003 for a minimum bid of \$6,819.18, which is the total of unpaid taxes and interest. The motion passed 4-0. The next property discussed was the Watertown property #291-0815-0424-040 which is a vacant lot and has a special assessment on it of \$22,703.35 that was assessed when the City of Watertown had the building demolished. Wehmeier stated he will continue to have conversations with the Mayor. A motion was made by Schroeder/ Hanneman to continue negotiations with the City of Watertown. The motion passed 4-0.

10. **Discussion and possible action on electronic recycling costs.** Lamers stated in January 2016 there was \$5,302 spent for electronic recycling cost which if that was a monthly trend there is an estimated \$63,000 that will be spent in 2016 if the program continues. The balance in the Solid Waste fund as of December 31, 2015 was \$244,722. If the program continues the fund would run out of funds by 2018 or 2019. Klotz stated that the Solid Waste Committee has committed to the program until June 2016. They are looking at a pay program for \$25 per TV and \$5 per monitor. Municipalities are questioning what the County is going to do about this. There is discussion about in the 2017 asking for a budget line item for a portion to be funded by tax levy dollars. Wehmeier stated that even with the fee of \$25 there would still be a delta to cover the costs. Discussion took place on funding options that the Solid Waste Committee would be looking at and just wanted to inform the Finance Committee about this situation.
11. **Discussion and possible action on recommendation to the County Board regarding departmental surplus (deficit) activity for 2015 and related budget amendments for 2015.** Lamers explained that there were 4 departments (Administration, Corporation Counsel, Land Conservation and Library Administration) with deficits for a total of \$11,342. There is also a transfer of Human Services surplus to the General fund in the amount of \$216,556. A motion was made by Schroeder/Hanneman to forward the resolution to the County Board of Supervisors and express the appreciation to all the departments in their efforts. The motion passed 4-0.
12. **Discussion and possible action on recommendation to the County Board regarding 2015 non-lapsing departmental requests amending the 2016 budget.** Lamers asked the committee if there were any questions from the listing. Wehmeier stated that most of the carryovers are for capital and by statute. There are some operating items like training. Lamers noted one change from the original carryover sent to the committee which was in the Human Services the Children's Alternate Care was reduced from \$300,000 to \$240,000 and an addition line was put in for \$40,000 for an invoice that was overlooked for the Generator purchase. A motion was made by Hanneman/Poulson to forward the resolution to the County Board of Supervisors. The motion passed 4-0.
13. **Discussion and possible action for out of state travel for the Human Services Director.** Cauley explained the class that she will be attending. Braughler asked if there was budget available in Human Service to cover this. Cauley stated there were sufficient funds to cover the costs. A motion was made by Schroeder/Poulson to approve the out of state travel for the Human Services Director. The motion passed 4-0.
14. **Discussion of funding for projects related to the new Highway Facilities or sale of old Highway Facilities.** Wehmeier stated there were not real updates and the demo of the blue building is taking place currently.

15. **Review and discussion on the 2017 budget calendar.** Lamers stated that we are looking at the week of September 19th for the Budget hearings.
16. **Set future meeting schedule, next meeting date, and possible agenda items** – The next meeting is Thursday, April 14, 2016 at 8:30 am. The agenda items will include an update on the Highway projects, out of state travel and a possible budget amendment for a grant for the Heath Department.
17. **Payment of Invoices**-After review of the invoices, a motion was made by Hanneman/Poulson to approve the payment of invoices totaling \$663,186.30 for the main review and \$2,940,474.20 for the other payments, p-cards, Library payments and payroll deductions. The motion passed 4-0.
18. **Adjourn** – A motion was made by Schroeder/Hanneman to adjourn at 6:00p.m. The motion passed 4-0.

Respectfully submitted,

Jennifer Hanneman
Finance Committee
Jefferson County
/bll

From: Stacey Jensen
Sent: Wednesday, March 02, 2016 7:56 AM
To: Benjamin Wehmeier
Subject: NCSEA scholarships

Good Morning Ben,

Four scholarships were approved for four Jefferson County staff to attend the NCSEA conference in New Orleans in August. The four staff are Kendall Wick, Tammy Tomczak, Sarana Stolar and I. The Agency budget will pay for transportation, hotel, and meals.

The 2016 budget includes funds for three out of state NCSEA conferences. I am requesting approval for one additional staff person to attend the NCSEA conference in August. There is adequate funds in the Agency budget to cover the cost of transportation, hotel and meals for the additional staff person.

There is a total of \$3500.00 in the budget for three out of state NCSEA conferences. I elected not to attend the NCSEA policy forum in February and instead use those funds to send a staff person to the NCSEA conference in August. Also, I was not able to attend the WCSEA meeting in Wausau last month, \$317, was budgeted and not used due to my non-attendance. Those funds are now available for use. Of the \$3500.00 total budgeted for the NCSEA conferences, \$1300.00 was budgeted for dues and registration fees (amount saved to receipt of the scholarships). Also in an effort to save costs, reservations have been made at hotel close to the conference at a slightly lower rate.

Please approve my request for use of the scholarship and approval for the one additional staff person to attend the conference. I have my flight already booked and would like to attempt to book her on the same flight if her attendance is approved.

Thank you,

Stacey Jensen, Director
Jefferson County Child Support Agency
phone: 920-674-1111
fax: 920-674-7435

Item
#8



Following is a list of workshop titles for the 2016 Leadership Symposium. Full session descriptions, as well as additional workshops, will be added to this listing on a regular basis. Be sure to check the NCSEA [Leadership Symposium web page](#) for updates.

“Authentic Leadership: Not Just a Noble Concept”

Servant Leadership and Work Place Empowerment

Clues to Glues for Adhesive Crews

What's In It for Me? Strategies for Employee Engagement in Social Service Agencies

Avoiding Communication Pitfalls: Best Practices for Current and Future Leaders

“The Chicken or the Egg: Leadership vs. Management”

The Art and Science of Creating Healthy Organizational Culture a Town Hall Discussion

Project Management...the right game plan

Beyond Federal Certification - How Can Your State System Evolve with Ever Changing Demands?

Lean, Not Mean, Management Principles

Implementation Science: Beyond Change Management

Organizational Change Management in New Systems Development Projects

Fatherhood and Child Support Program: Partnering for Success

If we are such a successful anti-poverty program, why aren't more people engaging with us?

Developing & Implementing a Comprehensive Domestic Violence Plan

Item
#8

"Gaining an Edge through Innovation"

Take advantage of Hague experience - and gain insight into new ways of working together

Tips, Tricks and Strategies from Across the Globe

What you want to know about privacy law and practice from international partners

Working international cases effectively

Can't We Just Agree? The benefits and challenges of voluntary agreements in international maintenance cases

Beyond Biology: Reproductive Technology, Family Formation, and Parentage (CLE)

Tribal Child Support Attorneys: Lessons Learned (CLE)

Negotiation and Mediation of Family Cases in a Title IV-D Setting (CLE)

Minnesota's Comprehensive Legal Visions Group: More than just a Vision (CLE)

An Ace Up Your Sleeve: Undercover Investigators, Criminal Prosecutors and Child Support Agency Partnership (CLE)

Interested in Implementing Parenting Time Opportunities for Children, but Concerned About the Legalities and How to Effectively Resolve Parenting Time Issues? (CLE)

UIFSA 2008 - Are We Uniform Now? (CLE)

The New Convention on the Recovery of Child Support (CLE)

2016 NCSEA LEADERSHIP SYMPOSIUM

July 31 – August 3, 2016

The Roosevelt New Orleans

New Orleans, Louisiana

Schedule at a Glance – *Subject to Change*

Sunday, July 31, 2016	
4:00 pm – 7:00 pm	Registration
6:00 pm – 7:00 pm	Welcome to New Orleans Reception
Monday, August 1, 2016	
7:30 am – 5:00 pm	Registration
7:30 am – 8:30 am	Continental Breakfast
8:30 am – 10:00 am	Plenary I
10:00 am – 10:30 am	Break
10:30 am – 11:30 am	Concurrent Workshop Session #1
11:30 am – 1:00 pm	Lunch on your Own
1:00 pm – 2:00 pm	Concurrent Workshop Session #2
2:00 pm – 2:30 pm	Break
2:30 pm – 3:45 pm	Concurrent Workshop Session #3
3:45 pm – 4:00 pm	Transition Break (move to next session only)
4:00 pm – 5:30 pm	Plenary II
5:30 pm – 6:30 pm	President's Reception
Tuesday, August 2, 2016	
7:30 am – 5:00 pm	Registration
7:30 am – 8:30 am	Continental Breakfast
8:30 am – 10:00 am	Plenary III
10:00 am – 10:30 am	Break
10:30 am – 11:45 am	Concurrent Workshop Session #4
11:45 am – 1:30 pm	Idea Exchange Lunch
1:45 pm – 3:00 pm	Concurrent Workshop Session #5
3:00 pm – 4:00 pm	Closing Reception
Wednesday, August 3, 2016	
7:30 am – 10:00 am	Registration
7:30 am – 8:30 am	Continental Breakfast
8:30 am – 9:45 am	Concurrent Workshop Session #6
9:45 am – 10:15 am	Break
10:15 am – 11:30 am	Concurrent Workshop Session #7
11:30 am	End of Symposium

Item #8



Attendee Registration Form

First Name:	Last Name:	Nickname or Name on Badge:
Title:		Phone:
Organization:		
Street Address:		
City:	State/Province:	Postal Code:
Email (required to receive Symposium Materials):		
Bar State(s) (Required for CLE credits):		Bar Number(s) (Required for CLE Credits):
Dietary Restrictions (check all that apply): <input type="checkbox"/> Vegetarian <input type="checkbox"/> Vegan <input type="checkbox"/> Kosher <input type="checkbox"/> Gluten-Free		Food Allergies?
ADA or Special Needs?		Emergency Contact & Phone Number:

FULL SYMPOSIUM REGISTRATION FEES:

Includes Sunday Reception, Monday Reception, Tuesday Luncheon & Reception

NCSEA Member Fees: NCSEA ID # _____

Non-Member Fees*:

- ☐ \$545 - Early Bird – form and payment due May 31, 2016
- ☐ \$655 - Regular
- ☐ \$510 - Louisiana Public Agency Employee
- ☐ \$545 - Neighboring State Agency Employee (TX, AR, MS)
- ☐ \$545 - International Member

- ☐ \$665 - Early Bird – form and payment due May 31, 2016
- ☐ \$775 - Regular
- ☐ \$630 - Louisiana Public Agency Employee
- ☐ \$665 - Neighboring State Agency Employee (TX, AR, MS)
- ☐ \$545 - International Non-Member

***Become an Individual Member today & pay the member symposium fee!**

☐ \$100 – Individual membership annual fee

DAILY SYMPOSIUM REGISTRATION FEES for Members & Non-Members: \$375

Please indicate which day you will be attending: ☐ Monday ☐ Tuesday ☐ Wednesday

TOTAL AMOUNT DUE	PAYMENT Information
Symposium Registration Fee: _____	<input type="checkbox"/> Check payable to NCSEA <input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> DISC
Individual Membership Fee/Renewal: _____	Check or CC #: _____
\$75 CLE Credit Processing Fee*: _____	Expiration Date: _____
*Required to receive CLE credit	Name on Card: _____
<i>*If bringing a guest, guest tickets are available for our receptions. Contact registrations@ncsea.org*</i>	Signature: _____
TOTAL _____	

Return Form & Payment by July 18, 2016 to:

NCSEA, Conference Registrar, 7918 Jones Branch Drive, Suite 300, McLean, VA 22102
 Fax: 703-506-3266 Attn: NCSEA Conference Registrar, or email: Registrations@ncsea.org,
Questions? Contact NCSEA at 703-506-2880 or Registrations@ncsea.org

Registration Payment Policy: The registration payment must be received in full before an attendee will be able to attend the conference. If an attendee is submitting the registration payment by mail or fax (credit card payments only), the **payment must arrive at the NCSEA office no later than July 18, 2016**. Attendees whose payments are not received by July 18 must bring payment to the conference to complete the registration.

Item #8

Brian Lamers

From: Gail Scott
Sent: Tuesday, March 29, 2016 1:15 PM
To: Brian Lamers
Cc: Sandee Schunk
Subject: Out of State Travel

Hi Brian,

The out of state travel for Katrina Waldron was approved by the Board of Health. Please see below from the BOH meeting minutes.

I will let you take this to the Finance Committee and then full County Board. Let me know if you need anything. I believe I gave you a copy of the request and supporting documents after the Department Head meeting. Thanks! Gail

Request for Out-of-State Travel for PHN to Attend Epidemiology Class in Atlanta:

G. Scott reported that Katrina Waldron, Public Health RN, was one of five RNs chosen statewide to attend a two week Epidemiology course at Emory University – Rollins School of Public Health in Atlanta, GA. The State will pay the \$ 2,000 registration fee and reimburse the Health Department up to \$ 2,000 for travel expenses which will cover the airline ticket and lodging. The Health Department will have to cover the expense of meals, mileage, an Epidemiology text book and transportation fees - estimated to be approximately \$ 796.00. This amount is covered in the 2016 budget.

Motion by Dr. D. Williams to approve attendance and applicable expenses for Katrina Waldron, Public Health RN, to attend the “Epidemiology in Action” two week course offered by the CDC and Rollins School of Public Health at Emory University in Atlanta, GA from June 13, 2016 – June 24, 2016; second by J. McKenzie; motion carried.

Gail M. Scott, RN, BSN Director/Health Officer

Jefferson County Health Department

1541 Annex Road Jefferson, WI 53549

920-674-7275

920-674-7228 (Desk)

920-988-3381 (Cell)

920-674-7477 (FAX)

gails@jeffersoncountywi.gov

Webpage: http://www.jeffersoncountywi.gov/jc/public/jchome.php?page_id=180

Follow the Health Dept. at: <http://www.facebook.com/JeffersonCountyHealth>

“Be glad of life, because it gives you the chance to love and to work and to play and to look up at the stars.”
Henry Van Dyke

Jefferson County
Travel Detailed Budget Request
Conferences / Conventions / Seminars
For the Budget Year Ended December 31, 2016

Check One In State ☐ Out of State ☒

4501 (note: \$2,000 of expenses listed will be reimbursed by scholarship)

Dept / Bus Unit _____
Event Epidemiology in Action
Location Emory University - Rollins School of Public Health, Atlanta Georgia
Time frame June 13 - June 24, 2016
Staff attending Katrina Waldron, RN, BSN, MSN

532325 Registration	<u>\$0</u>	
532332 Mileage	<u>\$200</u>	(Including tolls, parking, shuttle van)
532334 Commercial Travel	<u>\$299</u>	(Airfare, train, bus, etc)
532335 Meals	<u>\$507</u>	
532336 Lodging	<u>\$1,702</u>	
Other	<u>\$88</u>	<u>Text Book</u> (describe)
Total	<u>\$2,796</u>	<u>-</u>

Check One In State ☐ Out of State ☐

Dept / Bus Unit _____
Event _____
Location _____
Time frame _____
Staff attending _____

532325 Registration	_____	
532332 Mileage	_____	(Including tolls, parking, shuttle van)
532334 Commercial Travel	_____	(Airfare, train, bus, etc)
532335 Meals	_____	
532336 Lodging	_____	
Other	_____	_____ (describe)
Total	_____	<u>-</u>

Item
#9

Gail Scott

From: Benjamin Wehmeier
Sent: Friday, February 12, 2016 10:50 AM
To: Gail Scott
Subject: RE: [NCI] Reminder: Epi in Action Scholarship Applications Due January 4

Sounds like a good opportunity. Please proceed forward.

From: Gail Scott
Sent: Friday, February 12, 2016 9:01 AM
To: Benjamin Wehmeier
Subject: FW: [NCI] Reminder: Epi in Action Scholarship Applications Due January 4

Hi Ben,

Katrina Waldron was selected for this wonderful opportunity to go the Emory University – Rollins School of Public Health for an Epidemiology course. Please see below. This is a great opportunity for her and, as a Master's prepared Public Health Nurse and our Communicable Disease nurse lead, this will be wonderful for her and a great enhancement for our Health Department Epi program.

Do I have you permission for her to sign up? We can fill out the Out of State Travel Request but she needs to sign up right away.

Thanks! Gail

Gail M. Scott, RN, BSN Director/Health Officer

Jefferson County Health Department

1541 Annex Road Jefferson, WI 53549

920-674-7275

920-674-7228 (Desk)

920-988-3381 (Cell)

920-674-7477 (FAX)

gails@jeffersoncountywi.gov

Webpage: http://www.jeffersoncountywi.gov/jc/public/jchome.php?page_id=180

Follow the Health Dept. at: <http://www.facebook.com/JeffersonCountyHealth>

"Be glad of life, because it gives you the chance to love and to work and to play and to look up at the stars."
Henry Van Dyke

From: dhs-foodborne@lists.wi.gov [mailto:dhs-foodborne@lists.wi.gov]
Sent: Tuesday, December 22, 2015 2:27 PM
To: Diane Nelson
Subject: [NCI] Reminder: Epi in Action Scholarship Applications Due January 4

Item #9

This message is being sent via blind copy to Local Health Officers, Tribal Health Officials, and Foodborne Listserv members.

The Wisconsin Department of Health Services, Division of Public Health (DPH) is pleased to announce an opportunity for local health department (LHD) staff to attend the annual Epidemiology (Epi) in Action course offered by CDC and the Rollins School of Public Health at Emory University. Epi in Action is a two-week intensive course in communicable diseases and epidemiology: <http://web1.sph.emory.edu/epicourses/basic.htm>. The course will be held during June 13 - 24, 2016.

Course Location

Emory University – Rollins School of Public Health
1518 Clifton Road, Claudia Nance Rollins Building
Atlanta, Georgia 30322

Course Description

This basic course in epidemiology is directed at public health professionals and includes discussions of applied epidemiology and biostatistics, public health surveillance, field investigations, hands-on computer training using Epi-Info 7, and selected prevalent diseases. Epidemiologic case studies are worked on in the classroom. Course topics include:

- Descriptive epidemiology and biostatistics
- Analytic epidemiology
- Epidemic investigations
- Public health surveillance
- Causation
- Screening
- Surveys and sampling
- Interpretation and communication of data
- Special topics such as emerging infections, bioterrorism, and public health preparedness
- Epi Info training (latest version)
- Discussions of selected prevalent diseases

DPH has one-time funding available from the CDC foodborne outbreak investigation program for up to five LHD staff to attend Epi in Action in 2016. For each funded participant, DPH will pay the \$2,000 course registration fee. In addition, each participant will have up to \$2,000 available to cover travel expenses, including air transportation, hotel, meals, and other travel costs. The LHD will be responsible for staff time and any travel costs exceeding \$2,000.

This opportunity is limited to staff in Wisconsin local health departments. This opportunity is not intended for staff with Master's or Doctorate level training in public health. Participants will be selected based on the following criteria:

- One participant per state public health region.
- Demonstrated role in communicable disease surveillance and/or outbreak investigations, with an emphasis on enteric diseases.
- Skills or experience in working with diverse populations.
- Identified need for epidemiology capacity in your agency.

Interested individuals should fill out the attached application and return it, along with supporting materials, to Traci DeSalvo: traci.desalvo@wi.gov no later than Monday, January 4, 2016.

Traci DeSalvo, MPH
Respiratory Diseases and International Health Unit Supervisor
State TB Controller
Bureau of Communicable Diseases
Division of Public Health
Wisconsin Department of Health Services

Item #9



Staci M. Hoffman

Jefferson County Register of Deeds

311 S. Center Ave. Jefferson WI 53549 –
stacih@jeffersoncountywi.gov

March 23, 2016

Register of Deeds and Land Information Fee Change Schedule

Beginning Monday April 18th, 2016 Jefferson County Register of Deeds Office will be implementing a new software that will replace the existing online Land Records searching system. As we move closer to our implementation date I wanted to take a moment and further explain how these changes may impact our fee schedule for remote subscribers and monthly data purchases.

Resolution 98-57 - Sale of Optical Images requires a 30 day written notice to our customers to terminate the current contract. The previous price for the contract was \$400 per month per CD. The new contract prices will be based on the number of images (pages) and the numbers of documents recorded each month, these fees are based off the state average. This procedure will affect account # 1001.451303; there may be a slight increase in revenues based on the new fee structure.

- Day Forward Images - \$0.20/image
- Day Forward Index - \$0.15/doc
- Historic Bulk Images - \$0.15/image
- Historic Bulk Index - \$0.15/image

Resolution 2008-65 and 2005-79 – Setting Fees, Private Remote Access and Internet Access, land records and copy fee subscriptions will also be affected by the implementation of the new system. Current charges are \$45/month for index viewing, \$30/month plus \$1/page to view the images. The current contract requires a 30 day notice to our customers for changes to the fee structure. The new land records system charges the subscriber based on the number of minutes they utilize searching our records; these fees are based off of the state average:

Avid's Laredo Subscription

Minutes	Subscription/Month	Overage	Print Charge
0-250	\$ 75.00	.25/min	.50/page
251-500	\$ 125.00	.25/min	.50/page
501-1000	\$ 200.00	.25/min	.50/page
1001-2000	\$ 300.00	.25/min	.50/page
unlimited	\$ 500.00	n/a	.50/page

Fiscal Estimate: The account numbers affected by this change are:

Account #	Description	Budgeted	Anticipated	Difference
1001.451303	Copy Fees	\$72,000.00	\$ 53,000.00	\$(19,000.00)
1001.451305	Land Info/Deeds Fees (new account)	\$ -	\$ 37,500.00	\$ 37,500.00
1301.451008	Land Information Budgeted Revenue	\$ 5,300.00	\$ 5,300.00	\$ -
1303.451008	Land Information Program Budgeted Revenue	\$10,560.00	\$ 2,262.00	\$ (8,298.00)
	Totals	\$87,860.00	\$ 98,062.00	\$ 10,202.00

Item #10

RESOLUTION NO. 2016-_____

Register of Deeds Land Records Fees

Executive Summary

The Jefferson County Register of Deeds Office will be implementing the Fidlar Land Records Management Systems which will replace the existing online land records management system. This will impact the fee schedule for remote subscribers and monthly data purchasers.

Resolution No. 98-57, Sale of Optical Images, established a \$400 charge for each monthly CD of document images recorded in the Register of Deeds Office. The new system uses a product called Monarch that offers copies of images and indexes for sale to the public based on the number of images and documents recorded in the Register of Deeds Office each month.

Resolution No. 2008-65 and No. 2005-79 established a \$45 per month fee for index viewing, a \$30 per month plus \$1 per page fee to view document images using private remote access and internet access. The new system will allow customers to access information using a product called Laredo. Laredo fees are based on a monthly fee and the number of minutes utilized searching county land records instead of a flat monthly fee that did not consider the number of minutes used per month.

The Register of Deeds polled other Wisconsin counties using Fidlar Land Records Management Systems to calculate the average price for these services. The recommended fees are based on these averages. It is anticipated that the new system will generate additional revenue in the Register of Deeds accounts that will be used to offset annual maintenance fees.

WHEREAS, the land records subscription fees for remote access charged by the Land Information office were established in 2005 and 2008 and the fee for monthly sale of optical images by the Register of Deeds office was established in 1998, and

WHEREAS, the Register of Deeds new land records management system will use a different method to calculate fees for the public for subscription and monthly data images than the current system, and

WHEREAS, the Register of Deeds has polled Wisconsin counties that use Fidlar Land Records Management Systems to determine the average fees charged for these services, and

WHEREAS, the Administration and Rules Committee, the Planning & Zoning Committee and the Finance Committee have reviewed and approved implementing the new Fidlar Land Records Management Systems and the associated fees attached hereto and incorporated by reference.

*Item
#10*

NOW, THEREFORE, BE IT RESOLVED that new Fidler Land Records Management Systems and the associated fees, attached hereto and incorporated by reference, are hereby approved and that the new land records subscription fees and monthly sale of optical images and index fees charged by the Register of Deeds office become effective upon passage of this resolution.

Fiscal Note: Funding for this land records management system has been approved as a budget amendment as part of the 2016 Register of Deeds budget and the estimated increase in revenue from fees is \$10,000 for 2016 compared to revenue from existing fees. The fiscal impact for future years will be contingent on the number of subscriptions sold.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Finance Committee

04-19-16



Staci M. Hoffinan: 03-31-16 REVIEWED: Administrator _____; Corp. Counsel _____; Finance Director _____
Reviewed by Planning and Zoning Committee
Reviewed by Administration and Rules Committee

Item
#10

Register of Deeds

		2015	2016	Proposed
Monthly CD	each	400.00	400.00	Eliminate
Monthly Images	each			0.20
Monthly Index	each			0.15
Historic Images	each			0.15
Historic Index	each			0.15
On-line Access to Recorded Documents	per page	1.00	1.00	0.50
Subscription to Land Records				
0-250 minutes *	monthly			75.00
251-500 minutes *	monthly			125.00
501-1000 minutes *	monthly			200.00
1001-2000 minutes *	monthly			300.00
Unlimited Minutes	monthly			500.00
* overage charge per/min	per minute			0.25
Copies:				
Real Estate Records (first page)	each	2.00	2.00	2.00
(each additional page of same document)	each	1.00	1.00	1.00
Document Recording Fee		30.00	30.00	30.00
Plat Recording Fee		50.00	50.00	50.00
Transportation Plat Fee		25.00	25.00	25.00
Condominium Review Fee		50.00	50.00	50.00
Photocopies	each	0.25	0.25	0.25
Full size plats (from plotter)	per page	4.00	4.00	4.00
Real Estate Reports	per page	1.00	1.00	1.00
Vital Records				
Birth	1st copy	20.00	20.00	20.00
Marriage	1st copy	20.00	20.00	20.00
Death	1st copy	20.00	20.00	20.00
Domestic Partnership	1st copy	20.00	20.00	20.00
Termination of Domestic Partnership	1st copy	20.00	20.00	20.00
(each additional copy when purchase at the same time)	each	3.00	3.00	3.00

Item
#10

Listing of Foreclosed Properties-Finance Committee

	Property Information			Value		Total Unpaid			Notes
	Parcel Number	Address	Municipality	Assessment	Est FMV	Unpaid Taxes	Interest	Total	
1	010-0515-0221-005	N2389 CTH D, Fort Atkinson	T. Hebron	211,600.00	199,100.00	48,824.39	39,789.91	88,614.30	4/14 Finance
2	010-0515-0221-006	N2397 CTH D, Fort Atkinson	T. Hebron	184,300.00	173,400.00	45,369.20	37,328.38	82,697.58	4/14 Finance
3	012-0816-0522-002	N9686 CTH SC Watertown	T. Ixonia	135,000.00	125,700.00	22,304.54	14,762.90	37,067.44	5/12 Finance
4	012-0816-0522-003	Across Street N9686 CTH SC	T. Ixonia	38,000.00	35,700.00	4,620.37	2,198.81	6,819.18	5/12 Finance
5	020-0814-0744-035	Rubidell Resort Condo Unit 335	T. Milford	5,000.00	4,600.00	1,005.62	862.05	1,867.67	Sold 2,650.00
6	020-0814-0744-074	Rubidell Resort Condo Unit 558	T. Milford	5,000.00	4,600.00	942.45	772.61	1,715.06	Sold 5,252.52
7	020-0814-0744-090	Rubidell Resort Condo Unit 574	T. Milford	5,400.00	5,000.00	753.03	798.67	1,551.70	Sold 2,850.00
8	020-0814-0744-111	Rubidell Resort Condo Unit 595	T. Milford	8,200.00	7,600.00	1,020.78	961.40	1,982.18	Sold 3,000.00
9	141-0715-0733-050	327 N. Watertown St, Johnson Ck	V. Johnson Ck	39,600.00	41,300.00	12,247.83	8,080.74	20,328.57	
10	181-0616-0313-070	149 Main St. Sullivan	V. Sullivan	58,000.00	50,600.00	30,300.10	15,922.14	46,222.24	
11	226-0514-0421-188	415 Roosevelt St Fort Atkinson	C. Fort Atkinson	116,400.00	110,800.00	27,935.92	20,659.99	48,595.91	4/14 Finance
12	290-0813-0511-005	1204 Main St. Waterloo	C. Waterloo	13,200.00	12,600.00	20,930.67	11,700.41	32,631.08	Sold \$13,000 *
13	291-0815-0331-002	302 Front St. Watertown	C. Watertown	46,000.00	45,600.00	11,567.65	7,230.38	18,798.03	Sold Watertown \$15,000 for both
14	291-0815-0331-050	308 Front St. Watertown	C. Watertown	1,500.00	1,500.00	272.66	144.62	417.28	Sold Watertown
15	291-0815-0423-052	304 S Monroe St. Watertown	C. Watertown	125,100.00	124,000.00	41,110.14	25,721.75	66,831.89	4/14 Finance
16	291-0815-0424-040	510 South Second St. Watertown	C. Watertown	27,000.00	26,800.00	29,556.65	11,973.51	41,530.16	4/14 Finance ** Working w/ Watertown
Total						298,762.00	198,908.27	497,670.27	

*Special Assessment 18,158.56
 ** Special Assessment 22,703.35

11/12 Item

**IN REM 2014 LIST 1
FORECLOSED PROPERTIES
STILL FOR SALE AS OF
APRIL 14, 2016**

<u>In Rem Exhibit #</u>	<u>Address/PIN #/Municipality</u>	<u>Finance Committee Review: Notice of Bid/Public Online Sale</u>	<u>Minimum Bid</u>	<u>Bid Accepted</u>
1	N2389 CTH D, Fort Atkinson PIN #010-0515-0221-005 Town of Hebron (Alwin) NOTES: Alwin (former owner) granted request to extend date to repurchase property from 1/5/2016 to 2/9/2016.	04/14/2016 (Class 3 publication)	\$ 199,100.00	
2	N2397 CTH D, Fort Atkinson PIN #010-0515-0221-006 Town of Hebron (Alwin) NOTES: Alwin (former owner) granted request to extend date to repurchase property from 1/5/2016 to 2/9/2016.	04/14/2016 (Class 3 publication)	\$ 173,400.00	
4	N9686 CTH SC, Watertown PIN #012-0816-0522-002 Town of Ixonia (Capin) NOTES: Capin (former owner) granted request to extend date to repurchase property from 2/5/2016 to 5/12/2016; having trouble getting loan because real estate was in husband & wife's name; getting default divorce scheduled for 4/18/2016.	12/07/2015 (Class 3 publication) 05/12/2016 (online)	\$ 125,700.00 \$ 37,100.00	
5	Across street N9686 CTH SC PIN #012-0816-0522-003 Town of Ixonia (Capin) NOTES: Capin (former owner) granted request to extend date to repurchase property from 2/5/2016 to 5/12/2016; having trouble getting loan because real estate was in husband & wife's name; getting default divorce scheduled for 4/18/2016.	12/07/2015 (Class 3 publication) 05/12/2016 (online)	\$ 35,700.00 \$ 6,820.00	

#111 + 1/2

10	327 N Watertown St., Johnson Creek	12/07/2015 (Class 3 publication)	\$ 41,300.00
	PIN #141-0715-0733-050	01/14/2016 (online)	\$ 22,715.13
	Village of Johnson Creek	02/11/2016 (online)	\$ 13,000.00
		05/12/2016 (online)	\$ 12,250.00
13	149 Main Street, Sullivan	12/07/2015 (Class 3 publication)	\$ 50,600.00
	PIN #181-0616-0313-070	01/14/2016 (online)	\$ 48,856.93
	Village of Sullivan	02/11/2016 (online)	\$ 20,000.00
15	415 Roosevelt St., Fort Atkinson	04/14/2016 (Class 3 publication)	\$ 110,800.00
	PIN #226-0514-0421-188		
	City of Fort Atkinson		
	NOTES: Floerke (former owner) was granted until 2/5/2016 to repurchase property. IRS given notice on 2/29/2016 of 4/14/2016 sale and the County's request to IRS for consent to sell property. No response from IRS as of 4/05/2016.		
19	302 Front St., Watertown		
	PIN #291-0815-0331-002		
	City of Watertown		
	NOTES: County adopted a resolution on 3/8/2016 authorizing the sale of the two properties to the City of Watertown for \$15,000. Certified resolution and a Sale Agreement were mailed to the City of Watertown's attorney, William Gruber, on 3/16/2016 but we have not received anything back.		
20	308 Front Street, Watertown		
	PIN #291-0815-0331-050		
	City of Watertown		
	NOTES: County adopted a resolution on 3/8/2016 authorizing the sale of the two properties to the City of Watertown for \$15,000. Certified resolution and a Sale Agreement were mailed to the City of Watertown's attorney, William Gruber, on 3/16/2016 but we have not received anything back.		

Item #11-12

- 21 304 S Monroe St., Watertown 04/14/2016 (Class 3 publication) \$ 124,000.00
PIN #291-0815-0423-052
City of Watertown
NOTES: Upstairs tenant planning on vacating premises on 4/4/2016 and bringing keys to Courthouse. Downstairs tenant has vacated the apartment and left the door unlocked so that her sister could retrieve some items; do not know if items have been removed. Downstairs tenant will send a check for \$200 and keys by mail next week (4/08/2016). Jefferson County Director of Maintenance, Mark Miller, will be assessing the house when the keys are received. IRS given notice on 2/29/2016 of 4/14/2016 sale and the County's request to IRS for consent to sell property. No response from IRS as of 4/05/2016.
- 22 510 South Second St., Watertown 12/07/2015 (Class 3 publication) \$ 26,800.00
PIN #291-0815-0424-040
City of Watertown
NOTES: County Administrator Wehmeier was going to approach the City of Watertown again to see if they were interested in this property.

Ham
#11212

RESOLUTION NO. 2016-_____

Resolution Changing the Fee for Cremation Permits

Executive Summary

Department fee schedules are adopted through the budget process. On June 9, 2015, the Jefferson County 2016 budget was amended by Resolution No. 2015-23 to increase the Medical Examiner cremation permit fee from \$200 to \$220. On March 29, 2016, the Wisconsin Governor signed Assembly Bill 662 into law, limiting fees charged by a county for certain coroner or medical examiner services to an amount that does not exceed the amount charged by the county on April 17, 2015. The current amount charged for a cremation permit by the Jefferson County Medical Examiner is \$220. The amount that was charged on April 17, 2015, was \$200. Therefore, in order to bring the Jefferson County fee schedule into compliance with state law, Jefferson County must reduce the fee charged for issuing a cremation permit from \$220 to \$200. This resolution is a budget amendment and will decrease the fee established in the 2016 budget for cremation services from \$220 to \$200 in accordance with recently enacted Wisconsin Assembly Bill 662.

WHEREAS, the current department fee schedule has been adopted through the 2016 budget process, and

WHEREAS, the Wisconsin Legislature has passed Assembly Bill 662, relating to fees that counties may charge for certain coroner or medical examiner services, and

WHEREAS, Assembly Bill 662 limits fees that counties may charge for certain coroner or medical examiner services to an amount that does not exceed the amount that was charged by the county on April 17, 2015, and

WHEREAS, Assembly Bill 662 became effective on March 29, 2016, and

WHEREAS, the current amount charged for a cremation permit by the Jefferson County Medical Examiner is \$220 and the fee charged on April 17, 2015, was \$200, and

WHEREAS, the fee currently charged for cremation permits by Jefferson County exceeds the amount allowed by state law, and

WHEREAS, to comply with state law, Jefferson County must amend its fee schedule in the 2016 budget reducing the cremation permit fee charged by the Medical Examiner from \$220 to \$200.

NOW, THEREFORE, BE IT RESOLVED that after passage and publication of this resolution as provided by law, the fee schedule incorporated into the 2016 budget be amended reducing the fee for cremation permits from \$220 to \$200 with a retroactive effective date of March 29, 2016, to comply with state law.

Fiscal Note: The fiscal impact on this resolution is unknown and is based on the number of cremation permits issued. As a budget amendment, twenty (20) affirmative votes are required.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Finance Committee

04-19-16

Brian Lamers: 03-31-16; J. Blair Ward: 04-05-16

REVIEWED: Administrator _____; Corp Counsel _____; Finance Director _____

Item
#13

RESOLUTION NO. 2016-_____

Authorizing Purchasing Card Rebate to Fund Upgrade to Employee Breakrooms

Executive Summary

In 2014, Jefferson County began utilizing P-Cards (Purchasing cards) for County purchases. One advantage of using P-Cards is that the County is entitled to a cash rebate based on a percentage of the dollar amount purchased. The rebate dollar amount expected to be received by Jefferson County in 2016 from 2015 P-Card purchases is approximately \$15,000. When the 2016 budget was adopted, the County did not know how much would be received in rebates and therefore, there were no budgeted revenues for P-Card rebates.

The three (3) employee breakrooms are in need of upgrading, including painting, carpeting and furnishings. The Finance Committee recommends utilizing the rebate received in 2016 for 2015 purchases to upgrade the employee breakrooms.

WHEREAS, in 2016, the County will be receiving approximately \$15,000 in rebates for purchases made using P-Cards in 2015, and

WHEREAS, the County is in need of upgrading the three (3) employee breakrooms to include painting, carpeting and furnishings, and

WHEREAS, the Finance Committee recommends a budget amendment increasing rebate revenues in the amount of \$15,000 in the general revenue and expenses budget and increasing maintenance expenditures in the amount of \$15,000 for the Central Services budget to fund the upgrade of three (3) employee breakrooms.

NOW, THEREFORE, BE IT RESOLVED that the 2016 budget is hereby amended to increase rebate revenue in the amount of \$15,000 in general the revenue and expenses budget and increase maintenance expenditures in the amount of \$15,000 in the Central Services budget to fund the upgrade of the three (3) employee breakrooms.

Fiscal Note: The fiscal impact of this resolution is a \$15,000 increase to both revenue and expenses. As a budget amendment, this resolution requires (20) affirmative votes for passage.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Finance Committee

April 19, 2016

Brian Lamers 04/05/16; J. Blair Ward 04/05/16

REVIEWED: Administrator _____; Corp. Counsel _____; Finance Director _____

Item
#14

Contingency Transfer-Meeting Rooms

Estimates

Paint Meeting Room 202	2,700
Paint Meeting Room 203	2,800
Paint Meeting Room 112	500
Window Blinds in Room 112	700

Total Estimate	<u>6,700</u>
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Contingency Transfer	<u><u>7,000</u></u>
----------------------	---------------------

*Item
#15*

BILL TO

Jefferson County Court House
 Mark Miller
 320 S. Main St.
 Jefferson, WI 53549

DATE

4/2/2016

ESTIMAT...

2133

TERMS

Due on receipt

PROJECT

County board, 202, ...

DESCRIPTION	Total
COUNTY BOARD ROOM	
Time to repair the water damaged areas on the North end of the meeting room	351.00
Time to repair the water damaged areas on the West wall below & around the 3 windows	234.00
Time to texture to blend & prime the repaired areas	156.00
Time to prep & paint the walls in the meeting room	780.00
Time to prime the wood wall	136.50
Time to hang liner paper on the wood wall to cover gaps & fill seams	312.00
Time to texture the new panel wall	146.25
Time to prep & paint the new panel wall	117.00
Time to trim the edges if needed of the paneling	156.00
Super Paint Interior Latex Satin. If we end up using a color that does not cover well, it may take more gallons, or if it is a deep color, the price may be a little bit more.	224.00
High Build Texture ST753	38.00
B-I-N Primer	61.00
Durabond dry mix	35.00
4 Double rolls of liner paper	144.00
880 liner paper glue	84.00
202 MEETING ROOM	
Time to prep & paint the walls	487.50
Time to prep & paint the 2 divider accordion wall curtains	370.50
Time to prep & paint the tracks for the 2 divider walls	312.00
Time to prep & paint the 3 door jambs	68.25
Time to prep & paint the outsides of the cabinets	975.00
Super Paint Interior Latex Satin. If we end up using a color that does not cover well, it may take more gallons, or if it is a deep color, the price may be a little bit more.	364.00
Pro Industrial High Performance Acrylic, Gloss	50.50
203 MEETING ROOM	
Time to prep & paint the walls	429.00
Time to prep & paint the divider wall curtains	382.20
Time to prep & paint the divider curtain tracks	312.00
Time to prep & paint the 4 door jambs	87.75
Time to prep & paint the outsides of the cabinets	1,131.00
Super Paint Interior Latex Satin. If we end up using a color that does not cover well, it may take more gallons, or if it is a deep color, the price may be a little bit more.	336.00
Pro Industrial High Performance Acrylic, Gloss	50.50
SherDry Acrylic, Satin sand dollar	42.50
<div>THIS IS ONLY AN ESTIMATE. NO CHARGES APPLIED AT THIS TIME</div> <div>Total</div>	

BILL TO

Jefferson County Court House
Mark Miller
320 S. Main St.
Jefferson, WI 53549

DATE

4/2/2016

ESTIMAT...

2133

TERMS

Due on receipt

PROJECT

County board, 202, ...

DESCRIPTION

Total

112 MEETING ROOM

Time to prep & paint the walls

Super Paint Interior Latex Satin. If we end up using a color that does not cover well, it may take more gallons, or if it is a deep color, the price may be a little bit more.

463

351.00

112.00

5831.70

THIS IS ONLY AN ESTIMATE. NO CHARGES APPLIED
AT THIS TIME

Total

\$8,836.45

Finance-February
2601

Date Ran 3/21/2016
Period 2
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(75,192.66)	(75,192.67)	0.01	(451,156.00)	(375,963.34)	16.67%
412100	SALES TAXES FROM COUNTY	(20.00)	(16.67)	(3.33)	(100.00)	(80.00)	20.00%
451004	GARNISHMENT FEES	(15.00)	-	(15.00)	-	15.00	#DIV/0!
451005	CHILD SUPPORT FEES	(192.00)	(166.67)	(25.33)	(1,000.00)	(808.00)	19.20%
451312	EMP PAYROLL CHARGES	-	(8.33)	8.33	(50.00)	(50.00)	0.00%
474201	FAX INTERDEPARTMENT	-	(5.00)	5.00	(30.00)	(30.00)	0.00%
Totals		(75,419.66)	(75,389.33)	(30.33)	(452,336.00)	(376,916.34)	16.67%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	24,057.78	26,872.33	(2,814.55)	161,234.00	137,176.22	14.92%
511210	WAGES-REGULAR	18,177.36	19,933.00	(1,755.64)	119,598.00	101,420.64	15.20%
511310	WAGES-SICK LEAVE	459.72	-	459.72	-	(459.72)	#DIV/0!
511320	WAGES-VACATION PAY	410.05	-	410.05	-	(410.05)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	130.50	(130.50)	783.00	783.00	0.00%
511340	WAGES-HOLIDAY PAY	1,374.36	-	1,374.36	-	(1,374.36)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP)	551.90	-	551.90	-	(551.90)	#DIV/0!
511380	WAGES-BEREAVEMENT	273.76	-	273.76	-	(273.76)	#DIV/0!
512141	SOCIAL SECURITY	3,387.72	3,535.33	(147.61)	21,212.00	17,824.28	15.97%
512142	RETIREMENT (EMPLOYER)	2,990.72	3,097.83	(107.11)	18,587.00	15,596.28	16.09%
512144	HEALTH INSURANCE	13,780.18	13,162.83	617.35	78,977.00	65,196.82	17.45%
512145	LIFE INSURANCE	18.84	18.83	0.01	113.00	94.16	16.67%
512150	FSA CONTRIBUTION	1,125.00	187.50	937.50	1,125.00	-	100.00%
512173	DENTAL INSURANCE	885.06	804.00	81.06	4,824.00	3,938.94	18.35%
512123	ACCOUNTING & AUDITING	1,262.25	2,057.00	(794.75)	12,342.00	11,079.75	10.23%
512123	CAFR REPORTING	-	84.17	(84.17)	505.00	505.00	0.00%
512129	OTHER PROFESSIONAL SERV	-	466.67	(466.67)	2,800.00	2,800.00	0.00%
512129	COMPUTER SUPPORT	773.00	545.50	227.50	3,273.00	2,500.00	23.62%
512143	FURNITURE & FURNISHINGS	-	50.00	(50.00)	300.00	300.00	0.00%
513101	OFFICE EQUIPMENT	1,109.74	250.00	859.74	1,500.00	390.26	73.98%
513103	COMPUTER EQUIPMT & SOFTWARE	1,194.00	250.00	944.00	1,500.00	306.00	79.60%
513111	POSTAGE & BOX RENT	584.31	383.33	200.98	2,300.00	1,715.69	25.40%
513112	OFFICE SUPPLIES	129.89	500.00	(370.11)	3,000.00	2,870.11	4.33%
513113	PRINTING & DUPLICATING	-	66.67	(66.67)	400.00	400.00	0.00%
513114	SMALL ITEMS OF EQUIPMENT	-	16.67	(16.67)	100.00	100.00	0.00%
513124	MEMBERSHIP DUES	690.00	115.00	575.00	690.00	-	100.00%
513151	GAS/DIESEL	-	8.33	(8.33)	50.00	50.00	0.00%
513225	REGISTRATION	-	110.00	(110.00)	660.00	660.00	0.00%
513232	MILEAGE	-	25.00	(25.00)	150.00	150.00	0.00%
513235	MEALS	-	33.33	(33.33)	200.00	200.00	0.00%
513236	LODGING	-	105.00	(105.00)	630.00	630.00	0.00%
513225	TELEPHONE & FAX	19.06	25.00	(5.94)	150.00	130.94	12.71%
513242	MAINTAIN MACHINERY & EQUIP	-	116.67	(116.67)	700.00	700.00	0.00%
5171004	IP TELEPHONY ALLOCATION	165.34	165.33	0.01	992.00	826.66	16.67%
5171005	DUPLICATING ALLOCATION	4.50	4.50	-	27.00	22.50	16.67%
5171009	MIS PC GROUP ALLOCATION	1,363.66	1,363.67	(0.01)	8,182.00	6,818.34	16.67%
5171010	MIS SYSTEMS GRP ALLOC(ISIS)	640.84	640.83	0.01	3,845.00	3,204.16	16.67%
5191519	OTHER INSURANCE	244.60	264.50	(19.90)	1,587.00	1,342.40	15.41%
5194818	CAP COMPUTER	-	50,000.00	(50,000.00)	300,000.00	300,000.00	0.00%
Totals		75,673.64	125,389.33	(49,715.69)	752,336.00	676,662.36	10.06%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
							#DIV/0!
Totals		-	-	-	-	-	#DIV/0!
Total Business Unit		253.98	50,000.00	(49,746.02)	300,000.00	299,746.02	

Item #16

County Clerk-February
1201

Date Ran 3/21/2016
Period 2
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(24,548.66)	(24,548.67)	0.01	(147,292.00)	(122,743.34)	16.67%
431001	MARRIAGE LICENSE FEES	(1,170.00)	(3,466.67)	2,296.67	(20,800.00)	(19,630.00)	5.63%
431003	CONSERVATION LICENSE	(13.50)	(25.00)	11.50	(150.00)	(136.50)	9.00%
431007	DNR-ATV-BOAT-SNOW-CO CLERK	(85.00)	(33.33)	(51.67)	(200.00)	(115.00)	42.50%
451002	PRIVATE PARTY PHOTOCOPY	-	(2.50)	2.50	(15.00)	(15.00)	0.00%
451003	MARRIAGE WAIVER FEES	(50.00)	(150.00)	100.00	(900.00)	(850.00)	5.56%
451024	DMV TEMP LICENSE PLATE FEES	78.00	(50.00)	128.00	(300.00)	(378.00)	-26.00%
451033	MARRIAGE LIC VOID / REISSUE	(10.00)	-	(10.00)	-	10.00	#DIV/0!
451048	DMV PLATES	(211.00)	-	(211.00)	-	211.00	#DIV/0!
451308	POSTAGE FEES	(321.30)	(83.33)	(237.97)	(500.00)	(178.70)	64.26%
451404	PASSPORT FEES	(3,850.00)	(2,833.33)	(1,016.67)	(17,000.00)	(13,150.00)	22.65%
451413	PASSPORT PHOTO FEES	(1,498.77)	(1,023.33)	(475.44)	(6,140.00)	(4,641.23)	24.41%
Totals		(31,680.23)	(32,216.17)	535.94	(193,297.00)	(161,616.77)	16.39%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	11,810.40	12,185.33	(374.93)	73,112.00	61,301.60	16.15%
511210	WAGES-REGULAR	6,855.20	7,580.50	(725.30)	45,483.00	38,627.80	15.07%
511310	WAGES-SICK LEAVE	173.92	-	173.92	-	(173.92)	#DIV/0!
511320	WAGES-VACATION PAY	48.92	-	48.92	-	(48.92)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	40.50	(40.50)	243.00	243.00	0.00%
511340	WAGES-HOLIDAY PAY	173.15	-	173.15	-	(173.15)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP)	70.66	-	70.66	-	(70.66)	#DIV/0!
512141	SOCIAL SECURITY	1,416.75	1,491.17	(74.42)	8,947.00	7,530.25	15.83%
512142	RETIREMENT (EMPLOYER)	1,263.03	1,307.17	(44.14)	7,843.00	6,579.97	16.10%
512144	HEALTH INSURANCE	6,288.43	5,980.00	308.43	35,880.00	29,591.57	17.53%
512145	LIFE INSURANCE	12.42	12.50	(0.08)	75.00	62.58	16.56%
512150	FSA CONTRIBUTION	500.00	83.33	416.67	500.00	-	100.00%
512173	DENTAL INSURANCE	397.12	360.00	37.12	2,160.00	1,762.88	18.39%
529167	CONSERVATION CONGRESS	-	125.00	(125.00)	750.00	750.00	0.00%
531301	OFFICE EQUIPMENT	-	83.33	(83.33)	500.00	500.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	597.00	166.67	430.33	1,000.00	403.00	59.70%
531311	POSTAGE & BOX RENT	759.08	416.67	342.41	2,500.00	1,740.92	30.36%
531312	OFFICE SUPPLIES	343.81	166.67	177.14	1,000.00	656.19	34.38%
531313	PRINTING & DUPLICATING	42.50	166.67	(124.17)	1,000.00	957.50	4.25%
531324	MEMBERSHIP DUES	125.00	20.83	104.17	125.00	-	100.00%
532325	REGISTRATION	65.00	75.00	(10.00)	450.00	385.00	14.44%
532332	MILEAGE	17.70	83.33	(65.63)	500.00	482.30	3.54%
532335	MEALS	10.00	20.00	(10.00)	120.00	110.00	8.33%
532336	LODGING	-	105.00	(105.00)	630.00	630.00	0.00%
533225	TELEPHONE & FAX	69.97	75.00	(5.03)	450.00	380.03	15.55%
533236	WIRELESS INTERNET	40.03	33.33	6.70	200.00	159.97	20.02%
571004	IP TELEPHONY ALLOCATION	99.16	99.17	(0.01)	595.00	495.84	16.67%
571005	DUPLICATING ALLOCATION	103.16	103.17	(0.01)	619.00	515.84	16.67%
571009	MIS PC GROUP ALLOCATION	1,042.84	1,042.83	0.01	6,257.00	5,214.16	16.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	268.16	268.17	(0.01)	1,609.00	1,340.84	16.67%
591519	OTHER INSURANCE	103.22	124.83	(21.61)	749.00	645.78	13.78%
Totals		32,696.63	32,216.17	480.46	193,297.00	160,600.37	16.92%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
							#DIV/0!
Totals		-	-	-	-	-	#DIV/0!
Total Business Unit		1,016.40	0.00	1,016.40	-	(1,016.40)	

Item #17

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(13,280.34)	(13,280.33)	(0.01)	(79,682.00)	(66,401.66)	16.67%
472004	ELECTION REIMBURSEMENT	-	(3,333.33)	3,333.33	(20,000.00)	(20,000.00)	0.00%
472007	MUNICIPAL OTHER CHARGES	(215.75)	(266.67)	50.92	(1,600.00)	(1,384.25)	13.48%
472008	SVRS CHARGES-GOVT UNITS	-	(1,666.67)	1,666.67	(10,000.00)	(10,000.00)	0.00%
473015	ELECTION MAINT CONTRACTS	(10,728.00)	(2,166.67)	(8,561.33)	(13,000.00)	(2,272.00)	82.52%
Totals		(24,224.09)	(20,713.67)	(3,510.42)	(124,282.00)	(100,057.91)	19.49%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511210	WAGES-REGULAR	3,124.57	3,268.67	(144.10)	19,612.00	16,487.43	15.93%
511240	WAGES-TEMPORARY	-	83.33	(83.33)	500.00	500.00	0.00%
511330	WAGES-LONGEVITY PAY	-	11.00	(11.00)	66.00	66.00	0.00%
511340	WAGES-HOLIDAY PAY	69.38	-	69.38	-	(69.38)	#DIV/0!
512141	SOCIAL SECURITY	230.00	248.33	(18.33)	1,490.00	1,260.00	15.44%
512142	RETIREMENT (EMPLOYER)	210.88	222.00	(11.12)	1,332.00	1,121.12	15.83%
512144	HEALTH INSURANCE	1,580.69	1,495.00	85.69	8,970.00	7,389.31	17.62%
512145	LIFE INSURANCE	3.66	3.00	0.66	18.00	14.34	20.33%
512150	FSA CONTRIBUTION	125.00	20.83	104.17	125.00	-	100.00%
512173	DENTAL INSURANCE	79.45	90.00	(10.55)	540.00	460.55	14.71%
521219	OTHER PROFESSIONAL SERV	71.20	-	71.20	-	(71.20)	#DIV/0!
529153	BOARD OF CANVASSORS	220.00	168.33	51.67	1,010.00	790.00	21.78%
529299	PURCHASE CARE & SERVICES	-	1,312.50	(1,312.50)	7,875.00	7,875.00	0.00%
531311	POSTAGE & BOX RENT	8.95	50.00	(41.05)	300.00	291.05	2.98%
531312	OFFICE SUPPLIES	2,026.11	183.33	1,842.78	1,100.00	(926.11)	184.19%
531313	PRINTING & DUPLICATING	5,332.55	7,500.00	(2,167.45)	45,000.00	39,667.45	11.85%
531314	SMALL ITEMS OF EQUIPMENT	-	50.00	(50.00)	300.00	300.00	0.00%
531321	PUBLICATION OF LEGAL NOTICE	2,601.74	1,316.67	1,285.07	7,900.00	5,298.26	32.93%
532325	REGISTRATION	165.00	-	165.00	-	(165.00)	#DIV/0!
532332	MILEAGE	-	8.33	(8.33)	50.00	50.00	0.00%
532335	MEALS	4.32	20.83	(16.51)	125.00	120.68	3.46%
533225	TELEPHONE & FAX	4.14	11.67	(7.53)	70.00	65.86	5.91%
533236	WIRELESS INTERNET	40.01	50.00	(9.99)	300.00	259.99	13.34%
535242	MAINTAIN MACHINERY & EQUIP	22,875.00	3,970.83	18,904.17	23,825.00	950.00	96.01%
571004	IP TELEPHONY ALLOCATION	33.00	33.00	-	198.00	165.00	16.67%
571005	DUPLICATING ALLOCATION	27.84	27.83	0.01	167.00	139.16	16.67%
571009	MIS PC GROUP ALLOCATION	481.34	481.33	0.01	2,888.00	2,406.66	16.67%
571010	MIS SYSTEMS GRP ALLOC (ISIS)	69.66	69.67	(0.01)	418.00	348.34	16.67%
591519	OTHER INSURANCE	17.52	17.17	0.35	103.00	85.48	17.01%
594810	CAP EQUIPMENT	-	5,000.00	(5,000.00)	30,000.00	30,000.00	0.00%
Totals		39,402.01	25,713.67	13,688.34	154,282.00	114,879.99	25.54%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
							#DIV/0!
Totals		-	-	-	-	-	#DIV/0!
Total Business Unit		15,177.92	5,000.00	10,177.92	30,000.00	14,822.08	

Item #17

Treasurer-February
1401

Date Ran 3/21/2016
Period 2
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	139,613.16	139,613.17	(0.01)	837,679.00	698,065.84	16.67%
411300	DNR PILT	(2,004.61)	(8,833.33)	6,828.72	(53,000.00)	(50,995.39)	3.78%
411500	MANAGED FOREST	(1,047.31)	(666.67)	(380.64)	(4,000.00)	(2,952.69)	26.18%
418100	INTEREST ON TAXES	(65,269.51)	(106,666.67)	41,397.16	(640,000.00)	(574,730.49)	10.20%
441030	AG USE CONV PENALTY	(546.34)	(666.67)	120.33	(4,000.00)	(3,453.66)	13.66%
451007	TREASURERS FEES	(3.00)	(100.00)	97.00	(600.00)	(597.00)	0.50%
481001	INTEREST & DIVIDENDS	(67,260.03)	(58,333.33)	(8,926.70)	(350,000.00)	(282,739.97)	19.22%
481004	FAIR MARKET VALUE ADJUSTME	(99,091.74)	-	(99,091.74)	-	99,091.74	#DIV/0!
486004	MISCELLANEOUS REVENUE	436.50	-	436.50	-	(436.50)	#DIV/0!
Totals		(95,172.88)	(35,653.50)	(59,519.38)	(213,921.00)	(118,748.12)	44.49%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	10,342.08	10,670.33	(328.25)	64,022.00	53,679.92	16.15%
511210	WAGES-REGULAR	5,888.19	7,199.00	(1,310.81)	43,194.00	37,305.81	13.63%
511310	WAGES-SICK LEAVE	48.72	-	48.72	-	(48.72)	#DIV/0!
511320	WAGES-VACATION PAY	416.63	-	416.63	-	(416.63)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	24.50	(24.50)	147.00	147.00	0.00%
511340	WAGES-HOLIDAY PAY	159.87	-	159.87	-	(159.87)	#DIV/0!
511380	WAGES-BEREAVEMENT	146.16	-	146.16	-	(146.16)	#DIV/0!
512141	SOCIAL SECURITY	1,233.73	1,343.33	(109.60)	8,060.00	6,826.27	15.31%
512142	RETIREMENT (EMPLOYER)	1,122.44	1,181.00	(58.56)	7,086.00	5,963.56	15.84%
512144	HEALTH INSURANCE	6,802.64	6,338.83	463.81	38,033.00	31,230.36	17.89%
512145	LIFE INSURANCE	11.10	11.17	(0.07)	67.00	55.90	16.57%
512150	FSA CONTRIBUTION	250.00	88.33	161.67	530.00	280.00	47.17%
512173	DENTAL INSURANCE	434.83	381.67	53.16	2,290.00	1,855.17	18.99%
521232	INVEST ADVISOR FEES	7,092.72	5,000.00	2,092.72	30,000.00	22,907.28	23.64%
531311	POSTAGE & BOX RENT	216.67	1,083.33	(866.66)	6,500.00	6,283.33	3.33%
531312	OFFICE SUPPLIES	74.64	166.67	(92.03)	1,000.00	925.36	7.46%
531313	PRINTING & DUPLICATING	3.71	33.33	(29.62)	200.00	196.29	1.86%
531324	MEMBERSHIP DUES	100.00	16.67	83.33	100.00	-	100.00%
532325	REGISTRATION	-	41.67	(41.67)	250.00	250.00	0.00%
532332	MILEAGE	-	16.67	(16.67)	100.00	100.00	0.00%
532335	MEALS	-	5.00	(5.00)	30.00	30.00	0.00%
532336	LODGING	-	50.00	(50.00)	300.00	300.00	0.00%
533225	TELEPHONE & FAX	15.32	16.67	(1.35)	100.00	84.68	15.32%
571004	IP TELEPHONY ALLOCATION	99.16	99.17	(0.01)	595.00	495.84	16.67%
571005	DUPLICATING ALLOCATION	7.00	7.00	-	42.00	35.00	16.67%
571009	MIS PC GROUP ALLOCATION	1,123.00	1,123.00	-	6,738.00	5,615.00	16.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	285.66	285.67	(0.01)	1,714.00	1,428.34	16.67%
591519	OTHER INSURANCE	93.26	137.17	(43.91)	823.00	729.74	11.33%
591521	OFFICIAL BONDS	-	83.33	(83.33)	500.00	500.00	0.00%
593256	BANK CHARGES	254.94	250.00	4.94	1,500.00	1,245.06	17.00%
Totals		36,222.47	35,653.50	568.97	213,921.00	177,698.53	16.93%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
							#DIV/0!
							#DIV/0!
Totals		-	-	-	-	-	#DIV/0!
Total Business Unit		(58,950.41)	(0.00)	(58,950.41)	-	58,950.41	

Item
#18

Treasurer-February
1402 Tax Deed Exp

Date Ran 3/21/2016
Period 2
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(2,950.00)	(2,950.00)	-	(17,700.00)	(14,750.00)	16.67%
483005	GAIN/LOSS-SALE FORCLD PRPTY	(5,948.46)	-	(5,948.46)	-	5,948.46	#DIV/0!
Totals		(8,898.46)	(2,950.00)	(5,948.46)	(17,700.00)	(8,801.54)	50.27%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521212	LEGAL	-	16.67	(16.67)	100.00	100.00	0.00%
521219	OTHER PROFESSIONAL SERV	(120.00)	-	(120.00)	-	120.00	#DIV/0!
521273	TITLE SEARCH	-	333.33	(333.33)	2,000.00	2,000.00	0.00%
531311	POSTAGE & BOX RENT	-	33.33	(33.33)	200.00	200.00	0.00%
531321	PUBLICATION OF LEGAL NOTICE	343.06	66.67	276.39	400.00	56.94	85.77%
593742	UNCOLLECTED TAXES	-	2,500.00	(2,500.00)	15,000.00	15,000.00	0.00%
Totals		223.06	2,950.00	(2,726.94)	17,700.00	17,476.94	1.26%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
							#DIV/0!
							#DIV/0!
Totals		-	-	-	-	-	#DIV/0!
Total Business Unit		(8,675.40)	-	(8,675.40)	-	8,675.40	

Item #18

Treasurer-February
1403 Plat books

Date Ran 3/21/2016
Period 2
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	280.84	280.83	0.01	1,685.00	1,404.16	16.67%
451010	SALE OF MAPS & PLAT BOOKS	(758.25)	(416.67)	(341.58)	(2,500.00)	(1,741.75)	30.33%
451308	POSTAGE FEES	(19.00)	(8.33)	(10.67)	(50.00)	(31.00)	38.00%
473014	LOCAL GOV'T PLAT BOOKS SALES	-	(10.00)	10.00	(60.00)	(60.00)	0.00%
474014	DEPT PLAT BOOK CHARGES	(162.00)	(12.50)	(149.50)	(75.00)	87.00	216.00%
Totals		(658.41)	(166.67)	(491.74)	(1,000.00)	(341.59)	65.84%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
531349	OTHER OPERATING EXPENSES	-	166.67	(166.67)	1,000.00	1,000.00	0.00%
Totals		-	166.67	(166.67)	1,000.00	1,000.00	0.00%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
							#DIV/0!
							#DIV/0!
Totals		-	-	-	-	-	#DIV/0!
Total Business Unit		(658.41)	(0.00)	(658.41)	-	658.41	

Item
#18

Child Support-February
2301

Date Ran 3/21/2016
Period 2
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(27,753.16)	(27,753.17)	0.01	(166,519.00)	(138,765.84)	16.67%
421001	STATE AID	-	(17,466.67)	17,466.67	(104,800.00)	(104,800.00)	0.00%
421010	M S L INCENTIVES	-	(2,950.00)	2,950.00	(17,700.00)	(17,700.00)	0.00%
421012	STATE AID CS + ALL OTHERS	-	(129,285.83)	129,285.83	(775,715.00)	(775,715.00)	0.00%
421012	ST AID WAGES ALLOCATE	-	15,000.00	(15,000.00)	90,000.00	90,000.00	0.00%
421013	OTHER DEPT WAGE RETENTION	-	(5,000.00)	5,000.00	(30,000.00)	(30,000.00)	0.00%
421050	CS PERFORMANCE BASED INC	-	(27,500.00)	27,500.00	(165,000.00)	(165,000.00)	0.00%
421096	STATE AID MEDICAL SUPPORT	-	(1,166.67)	1,166.67	(7,000.00)	(7,000.00)	0.00%
442004	EXTRADITION REIMBURSEMENT	(664.39)	(66.67)	(597.72)	(400.00)	264.39	166.10%
451011	CS PROG FEE REDUCE 66%	-	1,804.00	(1,804.00)	10,824.00	10,824.00	0.00%
451013	NIVD ACTIVITIES REDUCTION	-	(216.67)	216.67	(1,300.00)	(1,300.00)	0.00%
451014	CS PROGRAM FEES	(1,457.24)	(2,666.67)	1,209.43	(16,000.00)	(14,542.76)	9.11%
455003	NON-NIVD SERVICE FEES	-	(262.50)	262.50	(1,575.00)	(1,575.00)	0.00%

Totals	(29,874.79)	(197,530.83)	167,656.04	(1,185,185.00)	(1,155,310.21)	2.52%
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Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	32,561.78	36,972.50	(4,410.72)	221,835.00	189,273.22	14.68%
511210	WAGES-REGULAR	61,507.48	73,294.00	(11,786.52)	439,764.00	378,256.52	13.99%
511220	WAGES-OVERTIME	835.99	977.50	(141.51)	5,865.00	5,029.01	14.25%
511240	WAGES-TEMPORARY	872.90	1,057.33	(184.43)	6,344.00	5,471.10	13.76%
511310	WAGES-SICK LEAVE	4,417.60	-	4,417.60	-	(4,417.60)	#DIV/0!
511320	WAGES-VACATION PAY	3,279.74	-	3,279.74	-	(3,279.74)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	379.83	(379.83)	2,279.00	2,279.00	0.00%
511340	WAGES-HOLIDAY PAY	2,886.99	-	2,886.99	-	(2,886.99)	#DIV/0!
511380	WAGES-BEREAVEMENT	865.04	-	865.04	-	(865.04)	#DIV/0!
512141	SOCIAL SECURITY	7,739.96	8,294.33	(554.37)	49,766.00	42,026.04	15.55%
512142	RETIREMENT (EMPLOYER)	7,020.37	7,252.00	(231.63)	43,512.00	36,491.63	16.13%
512144	HEALTH INSURANCE	32,614.95	32,799.33	(184.38)	196,796.00	164,181.05	16.57%
512145	LIFE INSURANCE	39.36	47.17	(7.81)	283.00	243.64	13.91%
512150	FSA CONTRIBUTION	2,750.00	470.83	2,279.17	2,825.00	75.00	97.35%
512173	DENTAL INSURANCE	2,224.28	2,112.00	112.28	12,672.00	10,447.72	17.55%
521255	PAPER SERVICE	708.28	1,166.67	(458.39)	7,000.00	6,291.72	10.12%
521256	GENETIC TESTS	960.00	733.33	226.67	4,400.00	3,440.00	21.82%
521296	COMPUTER SUPPORT	800.00	133.33	666.67	800.00	-	100.00%
529160	INTERPRETER FEE	435.50	600.00	(164.50)	3,600.00	3,164.50	12.10%
529299	PURCHASE CARE & SERVICES	15,120.00	10,281.67	4,838.33	61,690.00	46,570.00	24.51%
531003	NOTARY PUBLIC RELATED	-	16.67	(16.67)	100.00	100.00	0.00%
531246	FPLS FEES	-	475.67	(475.67)	2,854.00	2,854.00	0.00%
531301	OFFICE EQUIPMENT	-	150.00	(150.00)	900.00	900.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW	5,997.06	923.33	5,073.73	5,540.00	(457.06)	108.25%
531311	POSTAGE & BOX RENT	2,613.96	3,093.33	(419.47)	18,200.00	15,586.14	14.36%
531311	POSTAGE - NIVD	191.67	383.33	(191.66)	2,300.00	2,108.33	8.33%
531312	OFFICE SUPPLIES	3,408.30	2,666.67	741.63	16,000.00	12,591.70	21.30%
531313	PRINTING & DUPLICATING	193.90	600.00	(406.10)	3,600.00	3,406.10	5.39%
531314	SMALL ITEMS OF EQUIPMENT	454.60	250.00	204.60	1,500.00	1,045.40	30.31%
531321	PUBLICATION OF LEGAL NOTICE	60.00	233.33	(173.33)	1,400.00	1,340.00	4.29%
531323	SUBSCRIPTIONS-TAX & LAW	569.80	532.67	37.13	3,196.00	2,626.20	17.83%
531324	MEMBERSHIP DUES	585.00	325.83	259.17	1,955.00	1,370.00	29.92%
531348	EDUCATIONAL SUPPLIES	-	216.67	(216.67)	1,300.00	1,300.00	0.00%
531351	GAS/DIESEL	-	6.67	(6.67)	40.00	40.00	0.00%
532325	REGISTRATION	-	480.83	(480.83)	2,885.00	2,885.00	0.00%
532332	MILEAGE	-	250.00	(250.00)	1,500.00	1,500.00	0.00%
532334	COMMERCIAL TRAVEL	375.46	133.33	242.13	800.00	424.54	46.93%
532335	MEALS	-	187.33	(187.33)	1,124.00	1,124.00	0.00%
532336	LODGING	-	486.33	(486.33)	2,918.00	2,918.00	0.00%
532339	OTHER TRAVEL & TOLLS	7.00	41.67	(34.67)	250.00	243.00	2.80%
532340	CONTRACTED EXTRADITIONS	-	1,333.33	(1,333.33)	8,000.00	8,000.00	0.00%
533225	TELEPHONE & FAX	150.13	150.00	0.13	900.00	749.87	16.68%
535242	MAINTAIN MACHINERY & EQUIP	258.00	391.33	(133.33)	2,348.00	2,090.00	10.99%
571004	IP TELEPHONY ALLOCATION	562.34	562.33	0.01	3,374.00	2,811.66	16.67%
571005	DUPLICATING ALLOCATION	82.16	82.17	(0.01)	493.00	410.84	16.67%
571009	MIS PC GROUP ALLOCATION	4,492.00	4,492.00	-	26,952.00	22,460.00	16.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	1,915.17	1,915.17	(0.01)	11,491.00	9,575.84	16.67%
591519	OTHER INSURANCE	587.22	639.00	(51.78)	3,834.00	3,246.78	15.32%

Totals	200,143.88	197,530.83	2,613.05	1,185,185.00	985,041.12	16.89%
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Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

Totals	-	-	-	-	-	#DIV/0!
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Total Business Unit	170,269.09	0.00	170,269.09	-	(170,269.09)
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Item #19

ERP System Estimates

Tyler Munis ERP System

	One Time Fee	Travel Expense	Total Cost	Year 1	Year 2	Est. Year 3	Est. Year 4	Est. Year 5	Est. Year 6	Est. Year 7	Total Maint	Total Cost & Maintenance
County Hosted	462,480	48,140	510,620	-	55,000	56,100	57,222	58,366	59,534	60,724	346,947	857,567

	One Time Fee	Travel Expense	Total Cost	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Total Maint	Total Cost & Maintenance
Vendor Hosted	213,000	48,140	261,140	173,890	173,890	173,890	173,890	173,890	173,890	173,890	1,217,230	1,478,370

Tyler New World

	One Time Fee	Travel Expense	Total Cost	Year 1	Year 2	Year 3	Year 4	Year 5	Est. Year 6	Est. Year 7	Total Maint	Total Cost & Maintenance
County Hosted	445,850	30,000	475,850	-	44,370	44,370	44,370	44,370	45,257	46,163	268,900	744,750

NOTE: The Estimates for Maintenance Cost include a 2% increase annually.

Current J D Edwards System Annual Maintenance \$ 52,342
This is split with Dodge County-If Dodge County goes off the sytem Jefferson would have to pay the full amount

Item # 22



munis

a tyler erp solution

Munis: The Integrated ERP Solution for the Public Sector

Empowering people who serve the public®

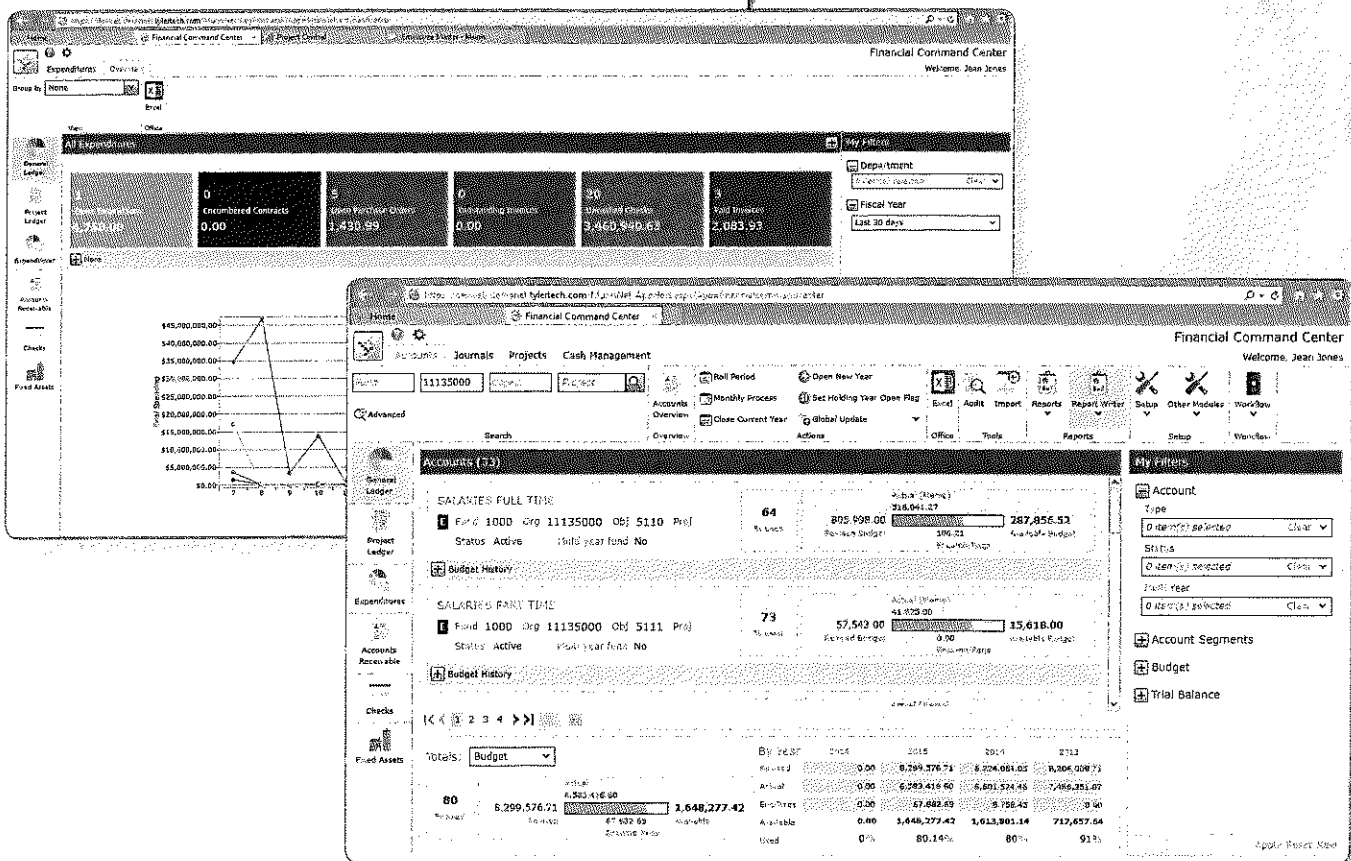


A black and white photograph of two men in white lab coats. The man on the left has a beard and is looking down at a laptop screen. The man on the right is pointing at the screen with his right hand. They appear to be in a laboratory or office setting.

Munis Connects Your Organization

Managing the fiscal operations of a municipality or school district requires vision — the ability to see beyond organizational divisions, monitor key business intelligence across departments, identify trends from year to year, track workflow and much more. Without this level of access and control it is difficult to operate efficiently, to be responsive and to plan for the future. Tyler Technologies is committed to empowering public sector organizations with software solutions like Munis® that centralize your data and connect your organization.

Munis, a powerful enterprise resource planning (ERP) solution, integrates your finances, payroll, human resources, purchasing, fixed assets, revenue streams and more. It breaks down departmental data silos, streamlines processes and eliminates duplicate data entry. With role-based dashboards, automated workflows, wizards and integration with Microsoft® productivity tools, Munis helps you work more efficiently. You will have the tools and business intelligence you need to be more responsive to your constituency.



Throughout Munis you will find command centers and central screens that are tailored to specific functional areas such as purchasing or budgeting. They provide efficient views of related information — everything you need is easily accessed from a single screen.

One Solution for All Your Operations

Munis is a modular solution that can be implemented to meet your organizational needs today and for years to come.



Munis Financials

As a true multi-fund accounting system, Munis provides the rigorous fiscal controls to manage grants, track project costs, measure project performance against goals, and forecast your budget needs. Munis also offers key flexibility such as the ability to customize your general ledger chart of accounts, set up role-based permissions, create custom desktops, workflows and special reports.

- Fund Accounting
- General Ledger
- Budgeting
- Performance Based Budgeting
- Project and Grant Accounting
- Accounts Receivable
- General Billing
- Cash Management
- Student Activity
- Fixed Assets
- Work Order, Fleet and Facilities
- Tyler CAFR Statement Builder
- TylerForms



Munis Payroll and Human Resources

Munis provides the tools you need to find and hire the right talent, to cultivate their performance and to align their contributions with your larger organizational goals. Munis streamlines HR processes — from online recruiting and application processing to implementing position controls and performance reviews. Munis' self service offering provides employees with secure access to their personal data including payroll information, time-off requests, online benefits enrollment and more. Additionally, Munis provides the essential measurement, tracking and reporting tools to help you comply with the Affordable Care Act (ACA).

- Applicant Tracking
- Human Resources Management
- Payroll
- Employee Professional Development
- Employee Expense Reimbursement
- Risk Management
- Employee Self Service





Munis Procurement

Munis Procurement provides the tools to effectively manage public sector procurement processes. It automates competitive bids and requisitions, manages contracts, centralizes inventory and assets, and provides the framework for competitive spend analysis, vendor sourcing and contract negotiation. Adding e-procurement further closes the gap between purchasing and vendors to drive savings across your organization.

- Purchasing
- Inventory
- Bid Management
- Contract Management
- E-Procurement
- Vendor Self Service



Munis Revenue

Munis Revenue applications help you streamline a broad range of revenue and development services, such as issuing permits and licenses, mapping assets using GIS, collecting taxes and providing your citizens with 24/7 access to their central billing account and online payment portal for electronic bill presentment and payment.

- Central Property
- Planning, Regulatory and Maintenance
- Permits and Code Enforcement
- General Billing
- Utility Billing
- Cashiering
- Tax Billing and Collections
- Parking Tickets
- Animal Licenses



Citizen Services

Munis not only improves the efficiency of public sector entities, but its outward facing applications empower citizens to help themselves — to report potholes, to request municipal email and text alerts, apply for business licences, process payments online and much more. And with Tyler Citizen Transparency™ citizens have 24/7 access to municipal data and can see how their tax dollars are spent.

- Tyler Citizen Transparency
- Citizen Self Service
- Tyler Parks & Rec™
- Tyler Notify™
- Tyler Incident Management™
- Click2Report™

"Tyler solutions are set up in such a way that you can acquire them when you are small and then they grow with you. The IT world is changing — software is no longer a capital expense that you replace every 10 years. That would be unmanageable. Now software is a service, and it grows with our needs."

— Samuel Richmond, Director of Information Technology, City of Hammond, Louisiana

Munis Evolves to Meet Your Changing Needs

Munis is a dynamic solution that evolves with new features, technology and expanded services to ensure that Munis clients are never left behind. But its real strength is more than just its expansive scope of features and functions. Munis' workflow and productivity tools are designed exclusively for the public sector and are essential for operational efficiency.

Technology

Munis developers use a variety of technologies to ensure the user experience is aligned with job responsibility. HTML5 allows users to access Munis outside the office. Mobile apps increase worker productivity. GIS integration simplifies property and asset management. Munis delivers proven technology to meet the needs of modern government.

Integration

Munis provides a single version of truth — an integrated set of data that is accessed across your organization. It eliminates repetitive data entry, provides centralized workflow review and expands your ERP reach by integrating with other Tyler solutions for student information and transportation, citizen transparency and communications, parks and recreation, digital storage and more. A range of solutions, a familiar interface and a single partner for technical support.

Familiar and Easy to Use

Munis was designed with you in mind and provides toolbar icons to simplify navigation, integration with Microsoft Word®, Excel®, Outlook® and Sharepoint® to improve productivity, smart process tools like command centers for at-a-glance access to key data, and wizards to walk you through infrequently performed processes such as employee on-boarding or budget projections.



Integrated Content Management

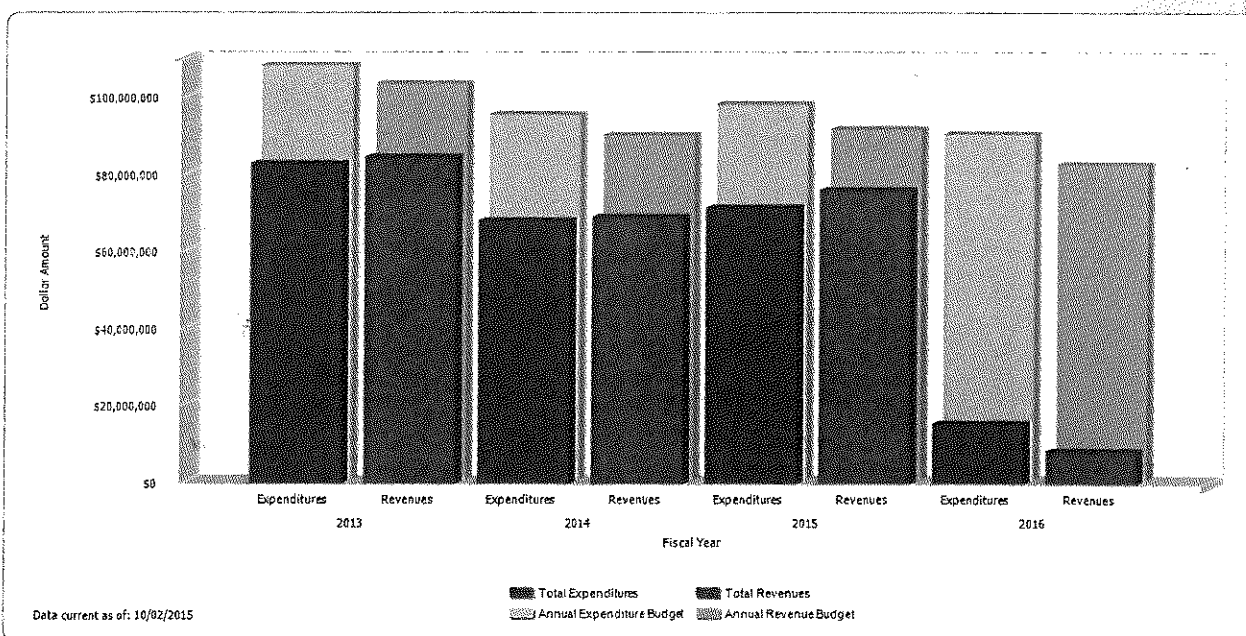
Tyler Content Manager (TCM) automates document handling across your organization — from batch scanning, indexing and storage to immediate document retrieval. TCM automatically links purchase orders, forms and other documents to reduce clerical work and ensures your supporting documentation is accessible when you need it. TCM reduces your paper usage, file storage space, printing and postage costs for significant savings.

Business Intelligence

With the Munis business intelligence toolkit you have access to Microsoft SharePoint, SQL Server Analysis Services and OLAP cubes for what-if scenario analysis. Munis provides a range of reporting options: export your data to Excel, select from hundreds of standard reports or create custom SQL reports. Additionally, Munis has a dedicated state reporting team to create reports that are unique to your state.

Transparency

Tyler Citizen Transparency works with Munis to meet the demand for open government and accountability. This custom site links to your municipal website and provides your constituents with 24/7 access to up-to-date financial data. It utilizes charts and graphs to make data easy to understand. This turn-key solution meets the public's need for information, reduces Freedom of Information Act requests and requires no on-site equipment or technical support.



Citizen Transparency allows citizens to see expenditures against total budget, to break out spending by department, to dive into transactional details and much more.

Services

Implementation

Setting clients up for success is Tyler's top priority and it all begins with a well-planned and carefully executed implementation. Tyler's experienced implementation team will partner with you throughout your project. With more than 1,300 successful implementations under their belts, our team will keep your project on schedule and within budget. This experience, combined with Tyler's public sector expertise and a proven PMI®-based implementation approach, helps you incorporate best practices throughout the transition.

A Munis implementation is methodical. We will get to know your team, understand your organizational challenges and goals, and develop a detailed plan to meet your specific requirements. We will define the project scope, deliverables, key milestones, schedule and team roles and responsibilities. The plan will be managed on a custom Client SharePoint site to provide transparency to all stakeholders and help the team communicate and stay on schedule.

The project plan will specify project control points — scheduled progress checks that require a client sign off before the implementation can move forward. These assure that work to date has met the expectations defined in the mutually developed plan. Before going live, all data and key processes are fully tested. Tyler's team is with you for every step of the implementation and then provides transitional support for key processes during the first year.

Tyler System Management Services

Our system management staff are experts in the configuration of Munis servers. They routinely provide system support, installation services, upgrades and routine maintenance. They are also trained on Munis software configuration and serve as a single point of contact for both Munis software and system support. By straddling these two areas of expertise, Tyler's system management team is able to troubleshoot problems and provide quick resolutions.

Client Support

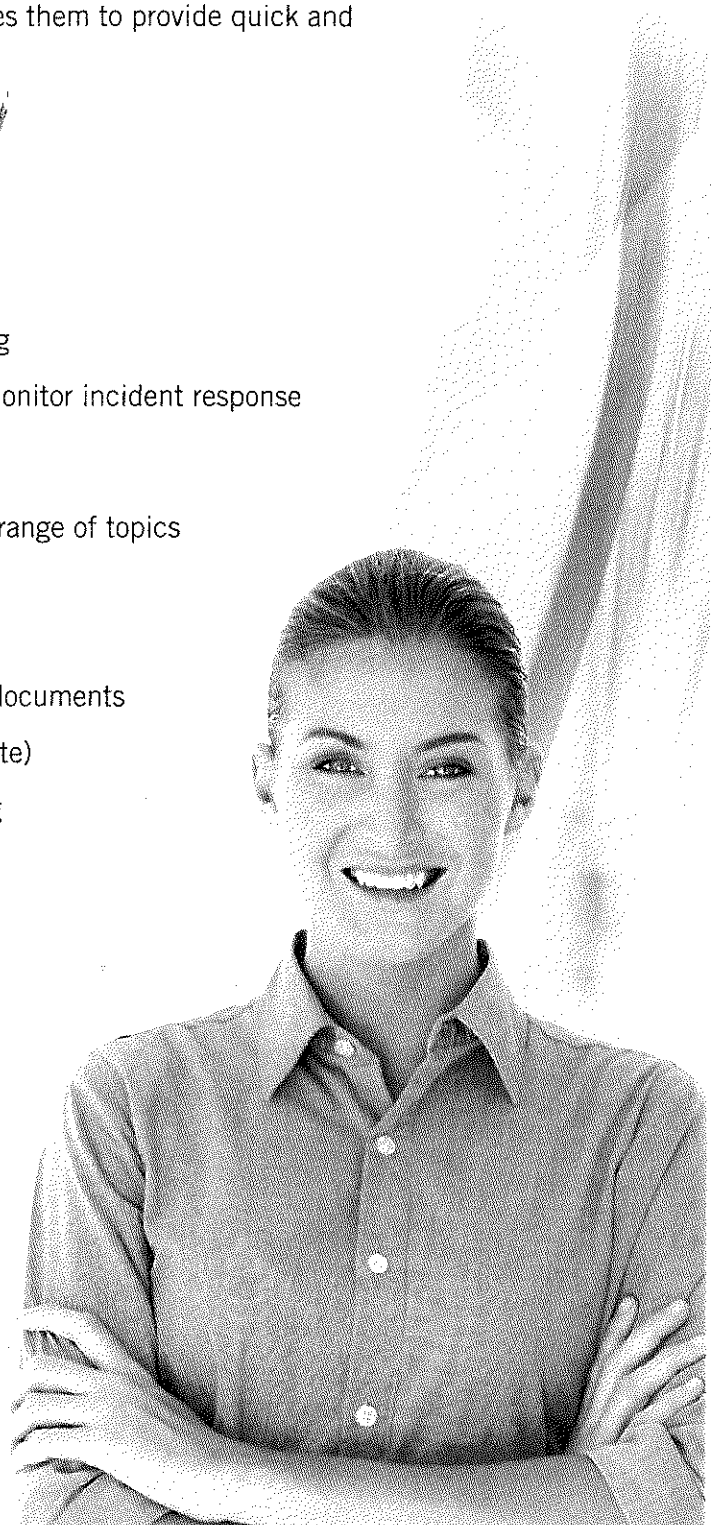
Tyler's support team is staffed by in-house Munis experts who provide everything from routine technical support to continuous product training as part of our EverGuide™ initiative. Tyler invests in these support staff with ongoing product training as well as Help Desk Institute (HDI) training. Each team member focuses on a group of applications such as payroll, state reporting, purchasing and other applications which enables them to provide quick and detailed solutions.

Munis support options — what's best for you?

- Call our toll-free technical support line
- Email our technical support team
- Utilize GoToAssist™ Support Center for desktop sharing
- Log in to our Client Portal to request support and to monitor incident response

Self service options:

- Log in to Tyler Community for forum discussions on a range of topics
- Access Munis' onscreen help query
- Utilize wizards for infrequently performed procedures
- Access KnowledgeBase to download product support documents
- Download updates from MIU (Managed Incident Update)
- Enroll in Tyler University for 24/7, self-guided learning
- Attend local or national user group meetings



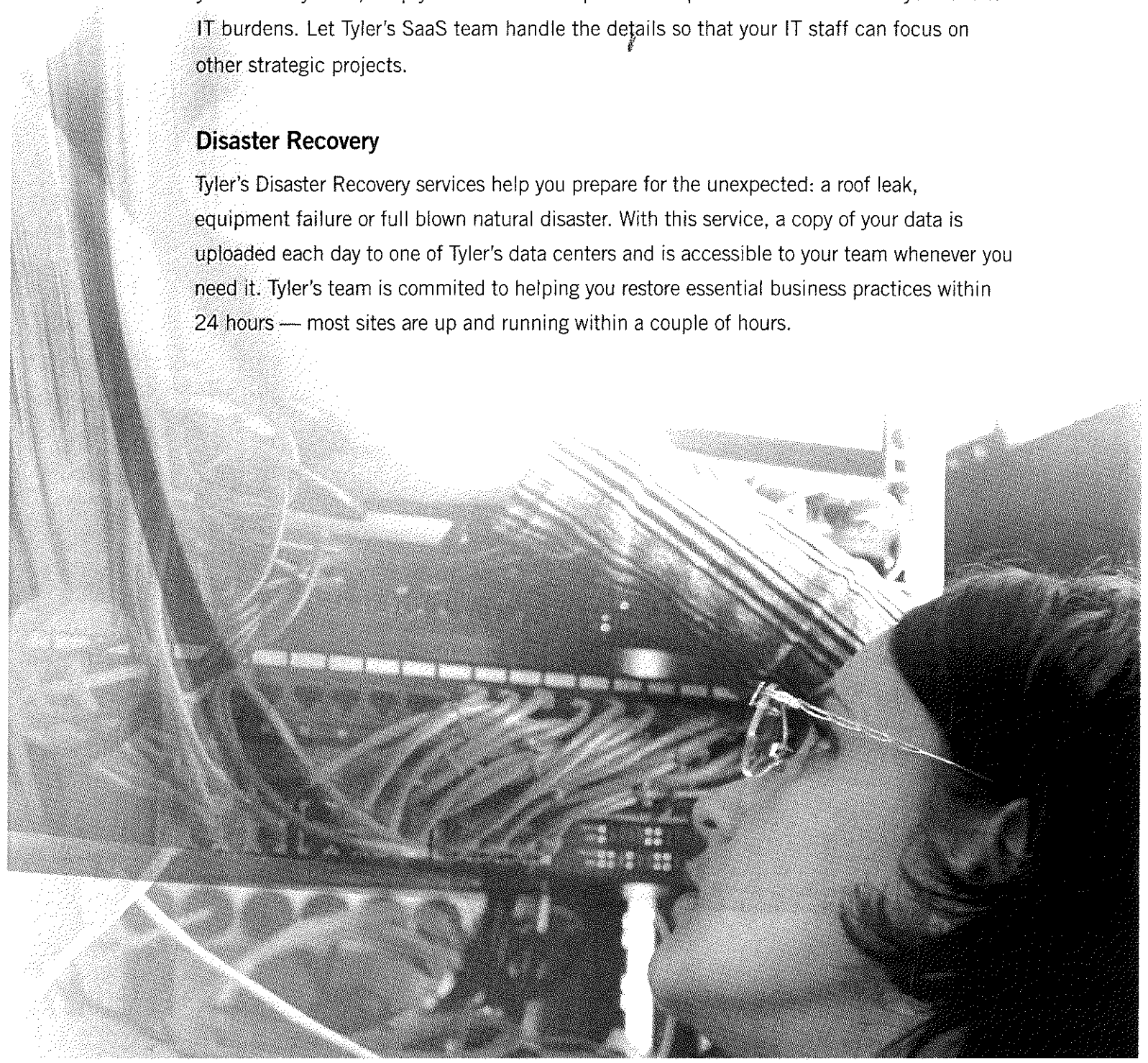
Put Tyler's Cloud-Based Options to Work for You

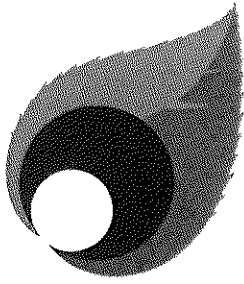
Software as a Service (SaaS)

More than 4,000 public sector organizations rely on Tyler's cloud-based options to host their municipal data and Tyler software solutions. This subscription-based approach provides you with full access to Munis without worrying about aging technology, security, infrastructure maintenance, hardware and software costs. Tyler's SaaS will help you reduce your security risks, keep your software and processes up-to-date and minimize your onsite IT burdens. Let Tyler's SaaS team handle the details so that your IT staff can focus on other strategic projects.

Disaster Recovery

Tyler's Disaster Recovery services help you prepare for the unexpected: a roof leak, equipment failure or full blown natural disaster. With this service, a copy of your data is uploaded each day to one of Tyler's data centers and is accessible to your team whenever you need it. Tyler's team is committed to helping you restore essential business practices within 24 hours — most sites are up and running within a couple of hours.





Why Tyler?

Tyler Technologies is committed to the public sector. We develop software and support solutions that meet the specific requirements of local governments, municipalities and schools — and have been doing so since 1979. Our staff are busy implementing almost 90 new Munis sites each year, providing client training, developing new features, providing technical support and more. By serving thousands of clients nationwide, we are able to see common issues, help identify best practices and develop innovative solutions for our clients.

Tyler's Evergreen Promise

Tyler is committed to providing clients with the tools they need today and into the future. We have dozens of clients who have used Munis for more than 30 years and we expect that they will be with us for decades to come. Why? Because we are committed to their satisfaction and continue to develop new solutions to meet their changing needs. Every year we release new feature upgrades with no relicensing fees for clients with an annual maintenance contract. We call this our evergreen philosophy. And to help clients stay current with the updates we have the EverGuide™ support initiative which provides training resources to ensure that you never lag behind. Tyler is committed to helping you maximize your Munis solution today and for years to come.



Software that thinks like you do.

Tyler Technologies (NYSE: TYL) is a leading provider of end-to-end information management solutions and services for local governments. Tyler partners with clients to empower the public sector — cities, counties, schools and other government entities — to become more efficient, more accessible and more responsive to the needs of citizens. Tyler's client base includes more than 14,000 local government offices in all 50 states, Canada, the Caribbean, the United Kingdom and other international locations. Forbes has named Tyler one of "America's Best Small Companies" eight times and the company has been included six times on the Barron's 400 Index, a measure of the most promising companies in America. More information about Tyler Technologies, headquartered in Plano, Texas, can be found at www.tylertech.com.

info@tylertech.com | 1.800.772.2260 | www.tylertech.com



Empowering people who serve the public®



Local Government: Portage County (replaced In-House system)
Population: 67,000
Annual Budget: \$97.5 M
Employees: 883
Contact: Jennifer Jossie, Finance Director
Phone: (715) 346-1330
E-mail: jossiej@co.portage.wi.us
Date Installed: 3/2014
Applications Used:

Financial	Human Resources	Revenue	Specialty Items
GL, Budget, AP	Payroll	A/R, Cash Receipting	Business Analytics
Purchasing	Human Resources	General Billing	Self Service
Fixed Assets	Applicant Tracking	Tyler Cashiering	Content Manager
Project Accounting	Professional Development		MapLink GIS
Work Orders	Employee Expense Reimbursement		
Inventory			
Bid Management			
Contract Management			

Local Government: Monroe County (replaced ACS)
Population: 41,000
Annual Budget: \$62 M
Employees: 480
Contact: Cathy Schmit, County Administrator
Phone: (608) 269-8944
E-mail: cathy.schmit@co.monroe.wi.us
Date Installed: 2/2014
Applications Used:

Financial	Human Resources	Revenue	Specialty Items
GL, Budget, AP	Payroll	A/R, Cash Receipting	Business Analytics
Purchasing	Human Resources	General Billing	Self Service
Fixed Assets	Applicant Tracking	Tyler Cashiering	Content Manager
Project Accounting			MapLink GIS
Work Orders			SaaS
Inventory			CAFR Reporter
Bid Management			
Contract Management			

Local Government: Winnebago County (replaced PeopleSoft)
Population: 165,000
Annual Budget: \$150 M
Employees: 980
Contact: Chuck Orenstein, Director of Finance
Phone: 920-232-3443
E-mail: corenstein@co.winnebago.wi.us
Date Installed: 8/2010
Applications Used:

Financial	Human Resources	Revenue	Specialty Items
GL, Budget, AP	Payroll	A/R, Cash Receipting	Business Analytics
Purchasing	Human Resources	General Billing	Content Manager
Contract Management	Applicant Tracking		Self Service
Project Accounting			OSDBA
			CAFR Reporter

Local Government: Walworth County
Population: 94,000
Annual Budget: \$116 M
Employees: 1,000
Contact: Andy Lamping, Finance Manager
Phone: (262) 741-4936
E-mail: alamping@co.walworth.wi.us
Date Installed: 6/2006
Applications Used:

Financial	Human Resources	Revenue	Specialty Items
GL, Budget, AP	Payroll	A/R, Cash Receipting	Business Analytics
Purchasing	Human Resources	General Billing	Content Manager
Fixed Assets	Applicant Tracking		Self Service
Project Accounting			OSDBA
Bid Management			
Contract Management			

Local Government: **Dane County**
Population: **427,000**
Annual Budget: **\$413 M**
Employees: **2,300**
Contact: **John Mueller, MIS Project Manager**
Phone: **(608) 266-9047**
E-mail: **mueller.john@countyofdane.com**
Date Installed: **6/2004**
Applications Used:

<u>Financial</u>	<u>Human Resources</u>	<u>Revenue</u>	<u>Specialty Items</u>
GL, Budget, AP		A/R, Cash Receipting	Business Analytics
Purchasing		General Billing	Content Manager
Fixed Assets			
Project Accounting			
Contract Management			
Bid Management			

Local Government: **Sauk County**
Population: **55,000**
Annual Budget: **\$71 M**
Employees: **624**
Contact: **Robert Montgomery, System Administrator**
Phone: **(608) 355-3546**
E-mail: **rmontgomery@co.sauk.wi.us**
Date Installed: **9/2001**
Applications Used:

<u>Financial</u>	<u>Human Resources</u>	<u>Revenue</u>	<u>Specialty Items</u>
GL, Budget, AP	Payroll	A/R, Cash Receipting	Business Analytics
Purchasing	Human Resources	General Billing	Self Service
Fixed Assets			Content Manager
Project Accounting			OSDBA

Local Government: Lincoln County
Population: 30,000
Annual Budget: \$46 M
Employees: 410
Contact: Dan Leydet, Finance Director
Phone: 715-539-1030
E-mail: dleydet@co.lincoln.wi.us
Date Installed: 8/2001
Applications Used:

Financial	Human Resources	Revenue	Specialty Items
GL, Budget, AP	Payroll	A/R, Cash Receipting	Business Analytics
Project Accounting	Human Resources	General Billing	
Fixed Assets			

Local Government: Marinette County (replaced In-House system)
Population: 43,384
Annual Budget: \$70 M
Employees: 500
Contact: Patrick Kass, Director of Finance
Phone: 715-732-7422
E-mail: pkass@marinettecounty.com
Date Installed: 4/2015
Applications Used:

Financial	Human Resources	Revenue	Specialty Items
GL, Budget, AP	Payroll	A/R, Cash Receipting	Business Analytics
Purchasing	Human Resources	General Billing	Content Manager
Cash Management	Applicant Tracking	Tyler Cashiering	Self Service
Employee Expense Reimbursement			CAFR Reporter

Jefferson County
Contingency Fund
For the Year Ended December 31, 2016

Ledger Date	Description	General (599900)	Vested Benefits (599909)	Authority	Publish Date
1-Jan-16	Tax Levy	524,964.00	280,000.00		
Total amount available		524,964.00	280,000.00		
Net		524,964.00	280,000.00		

Item #23