

PROCEEDINGS OF THE  
ROCK COUNTY BOARD OF SUPERVISORS

Janesville, Wisconsin  
November 3, 2014

The Rock County Board of Supervisors met pursuant to adjournment on November 3, 2014, at 9:00 A.M. in the Courthouse at Janesville, Wisconsin.

Chair Podzilni called the meeting to order. Supervisor Pleasant gave the invocation.

3. Roll Call. At roll call, Supervisors Peer, Arnold, Grahn, Beaver, Heidenreich, Mawhinney, Fox, Richard, Driscoll, Bussie, Gustina, Davis, Thomas, Kraft, Fell, Garrett, Pleasant, Nash, Brill, Wiedenfeld, Schulz, Zajac, Bostwick, Addie, Dowd, Brien and Podzilni were present. Supervisors Knudson and Sweeney were absent. PRESENT – 27. ABSENT – 2. VACANT – 0.

QUORUM PRESENT

4. Adoption of Agenda.

Supervisors Bostwick and Mawhinney moved the Agenda as presented. ADOPTED as presented. Agenda is as follows:

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
9. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
10. REPORTS
11. UNFINISHED BUSINESS
12. NEW BUSINESS
  - A. Supplementary Appropriations and Budget Changes-Roll Call
  - B. Bills Over \$10,000 – No Roll Call
  - C. Encumbrances Over \$10,000 – Roll Call
  - D. Contracts – Roll Call
  - E. Review of 2015 Recommended Budget with County Administrator
13. ADJOURNMENT

7. Citizen Participation, Communications and Announcements

No citizens addressed the Board.

- 12.E. Review of 2015 Recommended Budget with County Administrator

Josh Smith, County Administrator, went into detail of each division of County Services from the complete Rock County 2015 Recommended Budget document. The budget document in its entirety can be viewed online at <http://www.co.rock.wi.us/administration-budget> or by contacting the Rock County Clerk, 51 S. Main Street, Janesville, WI 53545.

#### County Board

County Board: The recommended tax levy is \$173,299 which is the same amount as the prior year. Administrator Smith shared that the largest expense in this account is the per diem line item at \$121,143 to pay the 'per meeting' costs and mileage for all County Board meetings and the majority of committee meetings. The budget also contains the cost for dues for the Wisconsin Counties Association at \$12,332 and the expense of publishing legal notices at \$15,000.

#### Agriculture and Land Conservation Committee

UW-Extension: The recommended tax levy for 2015 operations is \$303,521. This is an increase of \$12,233 or 4.2%. The UW-Extension professional staff now totals 6 FTE contracted professional educator positions and are State positions. The 2015 cost for contracted personnel is projected to be \$173,123. The Department requested a reclassification of a Clerk-Typist III to Administrative Assistant/Stenographer and Mr. Smith does not recommend this request. A copier that had been budgeted in General Services is being transferred to the UW-Extension Budget to more accurately reflect where costs occur, which adds \$5,786 to the UW-Budget.

4-H Fairgrounds: The 4-H property Maintenance account contains funding for the normal operational and repair expenses associated with the Fairgrounds. The 2015 request totals \$163,895. To keep the Fairgrounds account with no property tax levy in 2015, Administrator Smith recommends \$53,435 in funds forwarded be used for a portion of the capital expenses and \$20,100 of sales tax revenue. The 2015 list of repair and improvement projects totals \$86,150 and includes: security fence replacement along Craig Avenue, Milk House hot water heater replacement, bathroom repairs, and electrical updates.

Farm: Rock County has successfully operated a County Farm for many years. The County currently leases 392 acres at \$357/acre under a lease. The UW-Extension runs research plots on 27 acres of the farmland, and the county will receive \$10,106 in anticipated proceeds from the sale of crops sold on those plots. The Community Garden continues to report strong interest. Total recommended expenditures for the 2015 Farm budget are \$25,300. Subtracting the expenditures from the total projected revenues of \$165,635 leaves a net revenue of \$140,335. This net income is used to reduce the overall county tax levy by an equal amount.

Land Conservation: The Land Conservation Department assists landowners with the voluntary implementation of conservation practices through cost sharing incentives. The County adopted three ordinances and initiated three programs within the last decade for the purpose of protecting surface water and groundwater. The programs include Construction Site Erosion Control, Storm Water Management and Non-Metallic Mining. In 2009, Rock County began Development of the PACE program and purchased its first conservation easement in 2013. This Department is also responsible for the Clean Sweep Program which offers residents a safe and affordable way to dispose of hazardous household and agricultural chemical wastes. The recommended tax levy for 2015 operations is \$156,078, which is an increase of \$2,522 or 1.6% from the prior year.

#### Board of Health

The Public Health Department performs a wide variety of services in the two general areas of Public Health Nursing and Environmental Health. There are 35.2 FTE staff members. Some services include charges through a fee schedule. In 2015, the Cost Allocation line item is budgeted at \$371,132 and includes reimbursement for staff time linked to the Housing and Urban Development Lead Hazard grant and the Fetal Infant Mortality Reduction grant activities.

Administrator Smith pointed out a change in funding that includes the conclusion of two grants resulting in a reduction in long term staff. The Department continues its popular RX Drug Round Up Program in 2015. Mr. Smith is also recommending numerous facility improvements. There were two personnel actions requested of which Mr. Smith is not recommending. The recommended tax levy for 2015 operations is \$2,346,382, which is an increase of \$25,274 or 1% from the prior year.

#### County Board Staff Committee

County Administrator: This is the first year for Mr. Smith as County Administrator, where his predecessor Craig Knutson served for more than 30 years. The Administrator's office includes 5 FTE staff members that include the County Administrator, two Assistants, a Criminal Justice System Planner/Analyst, and a Confidential Administrative Assistant. There is also a Human Resources Secretary that assists the Department 25% of the time to assist with relief for the Confidential Administrative Assistant. The recommended tax levy for the County Administrator's Office is \$594,914, a decrease of \$2,597 or 0.4% from the prior year.

Corporation Counsel: The Corporation Counsel office currently includes 7.5 FTE attorneys. The lead Corporation Counsel and 1.5 FTE Deputy Corporation Counsels provide general legal services on a countywide basis. Four attorneys spend 100% providing services to Child Support and one attorney solely serves the Human Services Department. Additionally, there is one Legal Stenographer assigned to the Human Services Department. The cost of the staff members assigned to Child Support and Human Services are charged back to the Departments. The chargeback for 2015 totals \$653,339 and appears as a cost allocation in the budget detail. The recommended tax levy for 2015 operations is \$400,701, which is an increase of \$9,390 or 2.4%.

Human Resources: The Human Resources Department assists in matters of labor relations, recruitment and selection, classification and benefits. In 2014, a Countywide Safety Committee was re-established and continues to meet regularly to discuss workplace safety and worker's compensation concerns. There are 6 FTE staff members supporting HR functions. The 2015 budget includes charge-backs to other areas of the County budget for staff time and expenses for a total of \$75,114. The recommended tax levy for the HR Department is \$526,155, which reflects an increase of \$17,478, or 3.4% from the prior year.

#### Developmental Disabilities Board

The Developmental Disabilities programs in Rock County currently provide services mandated by the State to approximately 1,200 citizens. The DD budget is a complex document and utilizes 15 different revenue sources to provide funding for five major areas, plus administration of those programs. Due to the uncertainty of need for emergency placements, Mr. Hanewall's 2015 request includes a reduced amount of funds for this purpose. While this is a reasonable risk to take, if unanticipated placements should occur, additional funds may be necessary. In 2014, the State eliminated the Brain Injury Waiver program. Clients previously funded through the DD Board will now be funded through HSD. There is one personnel action request in the budget that Mr. Smith is not recommending. Currently, the DD Board is not removing any individuals from the waiting list unless it is an emergency, imminent action is required to avoid an emergency, or unless the State provides special funding. As of September 30, 2014, there are 243 people on the waiting list. Rock County is one of the few remaining Medical Assistance waiver counties that has not converted to the State's Family Care model. The recommended tax levy for the DD Board totals \$3,981,298, which is an increase of \$69,367 or 1.8% more than the prior year.

#### Education, Veterans and Aging Services Committee

Council on Aging: Rock County provides a sizeable and varied program of services for senior citizens funded largely from Federal and State grants. Transportation is one of the major program areas provided by the department. The County has 11 vehicles in its fleet, of which 2 are being recommended for replacement in 2015. The Council on Aging fleet of mini-buses is used to provide paratransit services in Beloit and Janesville and are required to operate during the same hours their bus systems operate. Also in 2015, the Congregate Meal Program is expecting to provide approximately 20,250 meals to five locations throughout the county, which is down 9% from the prior year and continues to decline. The Home Delivered Meal Program provides about 23,500 meals per year in the rural areas and smaller communities, and is increasing 11.9% from the prior year. For a number of years, Rock County has subsidized the Meals on Wheels Program and will use \$37,500 in funds for 2015. The property tax levy recommended for 2015 operation is \$134,019, which is \$664 or .5% less than the prior year.

Veterans Service Office: The purpose of the office is to provide information and assistance to veterans and surviving spouses and children in securing federal, state and county benefits. Due to the aging veteran population, staff responds to their needs by conducting some home interviews. The office continues to report an increase in veterans seeking services due to the effects of the local economy, and increased client populations as a result of current war conflicts. Also, an increasing number of veterans seeking educational opportunities and increased health care inquiries stemming from the implementation of the Affordable Care Act. The 2015 budget includes a laptop to assist with home visits. The tax levy for the Veterans Service Office budget as a whole is \$279,954, which is an increase of \$15,946 or 6% from the prior year.

Contributions: Heritage Rock County & RSVP of Rock County: Heritage Rock County is a consortium of historical societies in Rock County. In 2015, Heritage Rock County is requesting \$23,322 and Administrator is recommending maintaining 2014 level funding at \$22,546. The Retired & Senior Volunteer Program (RSVP) places people age 55 and older into volunteer opportunities throughout Rock County. The recommended allocation to RSVP for 2015 is \$26,094. The total for this line item in 2015 is \$73,443.

#### Finance Committee

Finance Director: The Financial Services Department consists of Courthouse Accounting, Purchasing and Payroll. The Financial Services Department has undergone significant personnel and process changes in order to streamline activities and has resulted in significant efficiencies. One personnel request is made in this budget and is being recommended by Mr. Smith. The recommended tax levy for Financial Services is \$859,353, which is an increase of \$6,907 or 0.8% from the prior year.

Information Technology Department: The Information Technology Department exists to expedite the work of the various operating departments. Many of the operating departments carry out work funded through state and federal sources, and therefore it is appropriate to chargeback accordingly to the departments where the costs can be borne through those funding sources. The IT Director is recommending five technology initiatives in 2015: Microsoft Software rollout for \$455,101; Network Server Replacement for \$75,000; Additional Data Center Information Storage Capacity for \$115,000; Increasing the Capacity at the County's Disk-to-Disk Backup System at \$77,875; and New Supplemental Data Center Air Conditioning at \$75,000. Mr. Smith is not recommending the last request for \$75,000. Although not a capital project, an ongoing IT project is the replacement of the County phone system and handsets from analog based to a Voice Over IP system. Given the pressure on the tax levy, several reductions in miscellaneous line items were made to this budget. The recommended tax levy for Information Technology is \$1,383,487, which is an increase of \$32,561 or 2.4% from the prior year.

County Clerk: The County Clerk's office operates under two budget sections – general operations and election operations. There are 3 FTE staff members including the elected County Clerk, a deputy County Clerk and a Clerk Specialist. The office has some revenue items including marriage licenses (\$50.00), Domestic Partnerships (\$70), work permits (\$2.50), Passport applications (\$25), Passport photos (\$12) and limited DNR and DMV services. The passport photo revenue will increase January 1, 2015 from \$10 to \$12 at the suggestion of the Finance Director. The recommended tax levy for operations account is \$150,062, which is \$8,038 or 5.7%. The Election account fluctuates year to year due to spring elections in odd years and spring and fall election in even years. There are two elections in 2015 plus the roll out of new election equipment. The recommended tax levy is \$33,310, a decrease of \$48,547 from the prior year.

County Treasurer: There are two major sources of revenues in the County Treasurer's account: Interest on Investments, and Interest on Penalties on Delinquent Taxes. Interest on Investments is earned from cash invested through three primary repositories: LGIP, Cutwater, and First National Bank. The Treasurer projects \$405,400 in interest revenue for 2015. Interest and Penalties on Delinquent Taxes is the other major source of revenue. Income from this source is

projected to be \$1,580,552 in 2015. The projected penalty assessed when agricultural land is converted to non-agricultural use is \$13,000. Mr. Smith mentioned that the County Treasurer has presented a frugal budget for her office with a recommended operating budget of \$387,162. Combining the Treasurer's main account, the Personal Property Tax Redemption account and the Tax Deed Expense account results in \$1,727,741 in revenue in excess of expenditures. This is \$17,386 less than the amount included in the 2014 Budget.

Register of Deeds: The majority of revenue collected by the Register of Deeds' Office is derived from fees for real estate transactions and registering. The real estate transfer fee is based on \$3 for every \$1,000 of value in real estate transaction. Register of Deeds, Randy Leyes anticipates rising mortgage rates will reduce sales and result in reduced transfer fees. The recording of legal documents fee is now a flat \$30, of which the office retains \$15, and \$8 stays with the Rock County for land records management. Mr. Leyes estimates \$405,000 from 27,000 documents for 2015. The recommended budget contains \$282,044 of revenue in excess of expenditures, which will go toward offsetting the County property tax levy. The figure is \$57,029 or 16.8% less than 2014.

#### General Services

The General Services budget contains a number of accounts. The main General Services account funds the maintenance and operational costs for a number of County facilities, including the Courthouse, Jail, and UW-Rock County. The primary revenue source is commissions from phone service provided by a contracted vendor to inmates at the jail. However, a recent FCC lawsuit has ruled to prohibit such commissions on interstate calls placed by inmates. The decision could reduce revenues that offset tax levy by an estimated \$60,000 in the 2015 budget. There are several projects and recommendations listed within this budget, including \$506,560 in the Jail Capital Improvement account. Administrator Smith is recommending the cost for these projects be funded using sales tax. The Courthouse Facility Project contains a request for \$350,600 which includes demolition of the Courthouse Tower, carpet replacement, and garage drive reconstruction. Mr. Smith is recommending an additional \$500,000 in sales tax funding be added to the 2015 budget to complete a Courthouse Security System initiated in 2013 with \$550,000 in funding. In total, the tax levy recommended for the General Services Department is \$2,675,856, which is 1.9% more than the prior year.

#### Health Services

Rock Haven is a new 128 bed facility occupied by residents on May 13, 2013. The budgeted census for 2015 assumes 124 of the 128 licensed beds are filled. The budgeted patient mix is 97 Medical Assistance residents, 15 Medicare residents and 12 private pay residents. Patient mix has a substantial financial impact on the Rock Haven budget. There are a number of personnel requests made within the 2015 budget and are recommended by Mr. Smith. The budget also requests a new software purchase and implementation in 2015 related to billing and medical records at a cost of \$74,770. Administrator Smith recommends this be funded from the Rock Haven net assets, which are estimated to be approximately \$4.0 million on December 31, 2014. The 2015 recommended tax levy for Rock Haven is \$4,178,181, which is a decrease of \$29,919 from the prior year.

#### Human Services Department

The Human Services Department is the part of the County government that acts as an agent of the State of Wisconsin for carrying out many State programs such as child protection, mental health, economic support, AODA, juvenile justice, adult protection, long term support, and others. An increasing number of citizens have had to rely on these programs due to the impact of the recent recession in addition to an aging population. These factors have increased service demand and caseloads. The Department began a reorganization of several divisions in 2014 in order to better integrate services, reduce duplication, simplify access for clients, implement best practices and improve client outcomes. The reorganization consolidated Child Protective Services and the Juvenile Justice Services Division into a new Children, Youth and Families Division. Significant progress has been made and the departments will continue to fine tune the reorganization in 2015.

One of the ongoing goals of the Children, Youth and Families Division is to provide services to children and families that keep children from costly out of home placements. This not only reduces costs, but also results in better outcomes by serving children and youth locally. The estimated out of home placements for 2015 is 17. In Child Protective Services, the estimated daily census for 2015 is 108; down from 118 in 2014. A personnel request to hire a Youth Specialist position is being recommended.

Another division that continues to reorganize is the Mental Health and AODA Division. The first area of implementation is that of the Comprehensive Community Services (CCS) program. CCS is a certified program under DHS Chapter 36, Wisconsin Administrative Code, which provides a flexible array of individualized community based psychosocial rehabilitation services to consumers with mental health or substance abuse issues across their lifespan. CCS is now able to receive full cost reimbursement from Medicaid for CCS costs if services are delivered as a part of a regional services delivery model. Rock County has joined with Walworth and Jefferson counties and operates as a Shared Services CCS regional program.

Substance abuse services have also undergone change. The division continues its focus on improved integration of mental health and AODA services so that individuals with co-occurring disorders and complex needs can access coordinated care that is welcoming, flexible and effective. There are walk-in hours for AODA assessments and treatment referrals. The Behavioral Health Redesign Steering Committee continues to study and launch initiatives for coordinated care and prevention efforts that come from improved partnerships and access to integrated care. The OWI and Drug courts are also proving very effective in treatment and prevention of reoffending. There is also a focus for psychiatric care. To help implement these ongoing changes, a personnel reclassification is being recommended from ADOA Coordinator to Human Services Supervisor I.

In the Economic Support division, the Southern Consortium that includes seven regional counties continues to provide services and administer economic support programs including BadgerCare and FoodShare. Rock County is the fiscal and administrative lead county for the Consortium. This division also has the responsibility for overseeing implementation of the Affordable Care Act. There are multiple changes being made throughout this division as the responsibilities shift and laws and funding change.

The Department's Administrative Services are addressing challenges that come from the organization and storage of confidential information. An ongoing implementation continues for the electronic health record system known as Netsmart Avatar. The Department requests that new modules for this system be purchased in 2015. With this implementation, personnel requests for reclassifications were made and are being recommended by Administrator Smith.

The Department has requested a variety of capital items including new and replacement furniture and equipment and are also recommended. Total budgeted expenditures for the Human Services Department in 2015 are \$60,141,413. The Recommended tax levy is \$19,828,738, which is an increase of \$93,859 or 0.5%.

#### Arrowhead Library Board

The tax levied by the County for the Arrowhead Library System is levied only in the towns and Village of Footville. All other municipalities have municipal libraries and are exempt from the tax. Total reimbursement for the seven municipal libraries as requested by Arrowhead for 2015 is \$926,377, a decrease of \$4,558 or 0.5%. This decrease is due to a slight decrease in town circulation as a percent of the total circulation, from 17.1% in the prior year to 16% of the total circulation. The out-of-county library payments decreased by \$9,690, or 11% from the prior year and reflects lower utilization from Rock County residents of the out-of-county libraries as a percent of total circulation. The requested tax levy of \$1,006,376 is a decrease of \$32,125 or 3.1% from the prior year.

Planning and Development Committee

Real Property: The Real Property Description Department has two major functions. One function involves maintaining descriptions of real and personal property to produce assessment rolls, tax rolls, and tax statements. The second function involves preparing and updating of property division maps. The requested levy for 2015 is \$190,956, which is a \$4,034 or a 2.1% increase from the 2014 budget. The recommended tax levy for 2015 is \$188,596, which is a \$1,674 or a 0.9% increase from the 2014 budget.

The Land Records program is funded with a portion of the recording fees that are charged and collected in the Register of Deeds Office. The charge for legal documents recorded is \$30 of which \$8 is earmarked for the Land Records Program. The Land Records account also contains the funding to pay for the Fidar software system used by the Register of Deeds. The recommended 2015 Budget for the Land Records account is \$404,533 in revenues offset by an equal amount of expenditures. Thus, there is no County tax levy in this account.

Surveyor: A portion of the Surveyor's activity can be charged to the Land Records account. Worth noting is that with the improvements made within the department through the purchase of new surveying equipment and employing newer surveying techniques in 2014, Surveyor Jason Houle was able to delete a .6 FTE of the Deputy Surveyor position. A personnel request was made to reallocate the Surveyor from Pay Range 21 to Pay Range 23 and Mr. Smith is recommending that request. The 2015 request includes continued purchase of GIS software and an antenna for a handheld field GIS device totaling \$1,500, which is significantly less than a purchase of a tablet PC. The recommended tax levy for 2015 operations is \$85,037, which is a decrease of \$1,943 or 2.2% from the 2014 budget.

Planning, Economic and Community Development Department: Most of the revenue earned by the Planning Department in the main account comes from zoning permit fees. The projected revenues from those fees in 2015 will be \$40,415, a \$6,543 decrease from the 2014 amount and \$13,785 less than 2013. The Planning Department annually reviews the rates it charges for permits and services to help fund services and recommends changes. Minor rate adjustments are requested for various changes and permits in 2015. There was a personnel request in this budget to reclassify the Accountant to a P&D office coordinator. Mr. Smith is not recommending this action. Given the pressure on the tax levy, Administrator Smith is recommending the position of County Engineer be deleted and is estimated to save the tax levy \$81,551 in 2015, of which \$55,000 of the savings is reflected in the DPW budget. To support the remaining engineering services that the Department may require, \$18,300 in Other Contracted Services is being increased. The 2015 tax levy for this program is \$53,077, a decrease of \$31,532 from the prior year. The recommended tax levy for the Planning Department as a whole (including Economic Development) is \$676,848. This is a decrease of \$39,182 or 5.5% from the prior year.

Board of Adjustment and Tourism Council: The Board of Adjustment is a five member (and one alternate) committee appointed by the County Board Chair designed to hear appeals of property owners who seek exceptions or variances from the County Planning and Zoning Ordinances enacted under Chapter 59 of the State Statutes. The appeal process begins when a property owner pays a non-refundable fee of \$750 to Rock County. The recommended tax levy for the 2015 operations is \$435.

The 2015 Budget request from the Rock County Tourism Council totals \$5,500. This is comprised of \$3,000 for general operations and \$2,500 for cooperative tourism promotional activities. This is the same amount as the 2014 recommendations.

Public Safety & Justice Committee

The Sheriff's Office budget is contained in two major accounts and a number of small grant and project-related accounts. The Correctional Facility account contains the personnel expenses and other operational expenses related to operating the jail and court services. It also contains the

funding to operate the other divisions. The Drug Treatment Court/TAD program diverts offenders from jail through the Drug Court if they agree to complete a substance abuse treatment program. Through September 30, 2014, there were 226 successful graduations from the program resulting in 69,499 jail bed days averted. The State TAD funds are awarded through a competitive grant process and Rock County is budgeting \$110,931 for 2015. The Sheriff's Office is planning to replace the jail management software in 2015 and has requested \$297,945 for the purchase of a module from Spillman.

Law Enforcement Services: One of the higher cost areas in this account is the cost of operating and maintaining the Sheriff's Office fleet of vehicles. \$315,000 is recommended to pay for fuel which is the same amount budgeted in 2015. The Sheriff is also requesting 12 replacement vehicles at a total cost of \$351,000. This request includes 9 patrol vehicles and one full sized van and two mini-vans. From the accounting perspective, \$275,000 of funds are moved from the regular Sheriff's account to the Sheriff's Vehicles account. Mr. Smith is recommending these requests.

Overtime remains a significant issue in the Law Enforcement Services Division and therefore the same amount from 2014 (\$256,250) is being recommended. A new patrol boat is being recommended in 2015 (net of trade-in) to replace a 1990 model. The DNR reimburses 75% of the cost of the \$29,366, resulting in a county share of \$7,341.50.

Emergency Management: The 2015 budget request is a status quo request.

The recommended tax levy for the Sheriff's Office is \$20,050,485.00, which reflects an increase of \$215,388 or 1% over last year.

Circuit Courts The Court System in Rock County is composed of seven branches of the Circuit Court, consisting of seven judges and their staff. This also includes the Clerk of Courts, the Court Commissioners and the Office of Mediation and Family Court Services. The Circuit Courts account includes revenues from a variety of sources including fines and forfeitures. It also receives funding from the State, which appears in the item 4220, State Aid. Overall revenues for the Circuit Courts will decrease \$25,823 or 1.6% from the prior year. In 2011 the actual expense for indigent counsel was \$212,826. The Courts 2015 budget request is \$105,000 for indigent counsel. The recommended tax levy for the Courts is \$790,123, which is \$1,825 or 0.2% more than the prior year.

The Clerk of Courts account contains funding to operate the Clerk's Office. Mr. Mielke estimates that \$790,319 in revenue will be received by the Clerk's Office in 2015 and is largely generated through fees paid by those utilizing the services of the Court System and the Clerk's Office. Because some of these fines can be substantial, the Clerk of Courts office has for years assisted individuals with payment plans. As of August 2014, there were 210 payment plans on record. The amount of these fees doesn't cover the cost of providing this service. The largest portion of the expense increase in the Clerk of Courts Office is personnel related. As staff progress through regular step increases and change health insurance plans, total costs increase. The 2015 recommended tax levy in the Clerk of Courts Office is \$1,588,502, which is \$47,998 or 3.1% more than the prior year.

The Office of Mediation and Family Court Services: is a cost to continue budget and the recommended tax levy for Mediation is \$75,513 or 4.1% less than last year.

The 2015 recommended tax levy for the Court System as a whole is \$2,454,138. This is an increase of \$46,557 or 1.9% over the prior year.

Rock County Communications Center: The Rock County Communications center first opened in 1993 and was initially funded using a formula that distributed the Center's cost among the participating municipalities. In January 1996, the County assumed the cost of operating the



Center. The total department levy request for 2015 is \$4,443,926, which is an increase of \$292,541 or 7% from the prior year. Operations at the Communications Center are highly dependent on technology. Therefore the budget request includes significant capital costs to upgrade rapidly advancing technology totaling \$187,882. In addition to the major capital items, the department is requesting replacement of dispatch console speakers in the amount of \$13,000 and various other upgrades. Mr. Smith is recommending that these items be paid for with sales tax revenue in the total amount of \$212,282. Mr. Smith also budgeted for a 2% vacancy rate to account for staff turnover. This reduction is prudent considering past turnover experience. The recommended tax levy for 2015 operations is \$4,145,465, which is a decrease of \$5,920 or 0.1% from the prior year.

District Attorney: There are 24.2 FTE personnel in this Office comprising three programs: Prosecution, Victim/Witness Program, and the Deferred Prosecution/Domestic Violence Intervention Program. Prosecution constitutes the largest program area of the DA's office. These positions are paid directly from the State, however, the County must cover the costs of running the office, including the salary and benefits of the rest of the staff. The Criminal Investigation line item is used for a variety of expenses, but it is used primarily to fund expert witnesses for trials. Given the pressure on the tax levy, Mr. Smith is recommending a reduction in the line item of \$2,000. Mr. O'Leary has requested a conservative budget for 2015. Administrator Smith is recommending a tax levy for the Prosecution account of \$886,462, which is an increase of \$9,939 or 1.1% from the prior year.

The Victim/Witness Program was established in 1986 as a discretionary program and was funded by the state at 80-90%. More recently, the level of State cost reimbursement for the program has been volatile: 61% in 2011; 46.85% in 2012; 55% in 2014. Mr. Smith is recommending a cost reimbursement rate of 54% for the 2015 budget which will result in \$212,693 in State Aid; a decrease of \$8,851 or 4% from the prior year. The recommended 2015 tax levy for the Victim/Witness Program is \$177,121, which is an increase of \$190 from the prior year.

The Deferred Prosecution Program/Domestic Violence Intervention Program operates two distinct programs. Unlike the mandated Prosecution and Victim/Witness programs, DPP/VIP is completely discretionary. After reviewing fees statewide, Mr. O'Leary requests fees to participate in the Deferred Prosecution Program or the Domestic Violence Intervention Program increase from \$50 to \$100 and the initial assessment fee increase from \$10 to \$20. The increased fees will result in \$11,750 more revenue than the prior year. The recommended tax levy for the DPP/VVIP is \$327,028, an increase of \$2,600 or 0.8% from the prior year.

The total 2015 recommended tax levy for the District Attorney's Office is \$1,390,611, an increase of \$12,729 or 0.9%.

Medical Examiner: The Rock County Board of Supervisors approved the conversion of the Coroner's office to a Medical Examiner in January 2011 (Res #11-1B-270). The effective date of the change is January 5, 2015. The Medical Examiner (ME) provides all on-call investigation services in cases of unexplained, suspicious, or unusual deaths. Due to the establishment of the new department, a charter will be developed for the 2016 budget that will provide a general description of the functions. Planning for the office began in 2013 and a resolution (Res #14-9A-110) was adopted that formed an agreement to contract for services with Dane County.

Dr. Vincent Tranchida, the Dane County Medical Examiner will serve as the Rock County Chief Medical Examiner. This change has many budgetary departures and many new line items. Based on these changes, the 2015 budget shows a substantial increase in expenditures. Personnel costs will increase from \$270,627 in 2014 to \$336,108 in 2015. A pool of part-time unilateral Medicolegal Investigators will be paid hourly rather than on a per case basis. Operational costs covering autopsies and ancillary activities will increase by \$91,995 from the prior year. The recommended tax levy is \$403,587, which is an increase of \$55,876 or 16.1% more than the prior year.

Child Support Enforcement: The recommended reimbursement for operating the Child Support Office is projected at \$2,633,733. The first source for the reimbursement is Federal Aid. Federal Aid covers 66% of all eligible administrative costs not otherwise funded by State Aid or other fees and are projected to be \$1,283,876. State Aid totals \$1,311,347. It is composed of \$1,240,347 in Performance Incentive Funds and \$71,000 for reimbursement of birthing expenses. The 2013-15 State Biennial budget increased State Aid by \$256,231 in 2014 and \$41,047 in 2015.

Most State Aid is earned by the Child Support Office through performance incentive funds and the office has been successful in prior years reaching these benchmarks. The 2015 National Child Support Conference is in Milwaukee, so Mr. Smith recommends using the carryover of unspent 2014 training funds to attend this conference. Ms. Baker Ellis is requesting one new position which Mr. Smith is not recommending at this time. The recommended levy for the Child Support Enforcement Office is \$552,859, which is a decrease of \$47,517 or 7.9% from the prior year.

Contributions to the Alternative Residential Program and Community Service Program: Rock County traditionally provides funding to these two programs operated by Rock Valley Community Programs, Inc. The Administrator's Recommendation for support totals \$73,505, which is the same as the prior year contributions.

#### Public Works

The Budget request for the Public Works Department includes total requested expenditures of \$16,101,363 with a tax levy request of \$7,375,039. This is composed of a tax levy request of \$508,802 for Parks Operations, \$524,034 for Airport Operations, and \$6,342,203 for Highway Operations.

The County Parks account contains the operational costs and revenue for the Parks System. The Community Coordinator position became full time in 2009 and has been funded through the use of ATC funds, and Mr. Smith is recommending that to continue but anticipates that there will be no more ATC funds remaining for Parks purposes at the end of 2015. The budget also includes the final payment of \$50,025 for the principal and interest to the Rock Koshkonong Lake District who took ownership of the Indianford Dam. \$375,000 was requested in the parks budget for capital improvements. Those improvements include Turtle Creek Parkway for \$50,000; Happy Hollow Parking Lot for \$150,000; Happy Hollow Park Road for \$125,000; and Carver-Roehl Bathroom for \$50,000. Administrator Smith is recommending that Turtle Creek roof project and Happy Hollow Parking lot repaving be funded through sales tax receipts and an additional \$16,837 in sales tax funds for projects budgeted in previous years but not completed until 2015. The recommended tax levy for Parks Operations is \$470,943, which is a decrease of \$39,348 or 7.7% from the prior year.

The Airport has requested a tax levy of \$524,034. The terminal building project is nearly complete. One of the final steps will be to find a tenant for the restaurant space in the terminal. Mr. Burdick hopes to have a tenant identified in spring of 2015 to ensure the restaurant is operational for about one half of the year. Additional costs to the tax levy in 2015 for terminal operations total \$31,324 including utilities, natural gas, and expanded cleaning contract based on more square footage, and the costs for data lines for phone and Internet connectivity. The Bureau of Aeronautics has programmed two projects for 2015 include to survey and clear runway approaches and the wildlife hazard assessment update. Both projects are eligible for federal Airport Improvement Program funds at a rate of 90% federal, 5% state and 5% county. The recommended tax levy included in the 2015 Airport Budget is \$471,676, which is an increase of \$4,743 or 1.0% from the prior year.

The Highway Division is by far the largest operation division in the Public Works Department. The \$2,774,000 requested for blacktopping compares to a total of \$2,327,000 in the 2014 Budget. Road construction projects being considered for 2015 include CTH F; CTH H; CTH Y; CTH A and CTH MM. (detail can be viewed in the budget book). Mr. Smith is recommending that the

\$2,524,000 cost for these projects be funded with long-term debt. The CTHA and CTH MM projects include design engineering only and will be funded with \$250,000 in sales tax funding.

Mr. Coopman has requested \$75,000 in 2015 to conduct a study that would evaluate Highway operations to determine if the department is operating efficiently and effectively. Such a study could review the amount and type of equipment in the fleet, provide suggestions on improving and focusing operations, and recommend how to better manage projects. Given the increasing costs associated with large equipment and capital purchases, as well as the upcoming need in the next several years to expand operations to provide services related to the expanded 1-39/90, such a report could provide valuable information and is being recommended for approval.

Each year, Mr. Coopman requests equipment to replace and vehicles that are no longer functioning and also works to spread out the costs of updating the fleet over a regular replacement cycle. The 2015 Capital Equipment list includes 24 pieces of equipment. Mr. Smith is recommending through item 9 totaling \$1,220,000. Capital equipment acquisitions do not directly increase the property tax levy. As equipment is depreciated, it is paid for through charging cost centers for its use. This topic will be discussed at the November 6<sup>th</sup> Finance meeting.

The recommended tax levy for the Highway Division is \$3,040,106, which is a decrease of \$96,556 or 3.1%.

The recommended tax levy for the Department as a whole (Highway, Airport and Parks) is \$3,982,725, which is a decrease of \$131,161 or 3.2%.

#### Rail Transit

Three members of the County Board are appointed by the Board Chair to serve on the Rock County Rail Transit Commission. They are Rock County's voting members on both the Pecatonica Rail Transit Commission (PRTC) and the Wisconsin River Rail Transit Commission (WRRTC). Rail commissions participate in both the acquisition and rehabilitation of rail lines. The Commission contract with the Wisconsin & Southern Railroad (WSOR). The 2015 contribution to the WRRTC is \$28,000 as the local share. This is the same as the prior year.

Administrator Smith reminded the County Board of the upcoming meetings schedule and invited any and all Board members to contact him with questions or concerns about the 2015 Recommended Budget. The 2015 Recommended Budget includes a tax levy of \$63,045,891. The overall tax levy is recommended to increase by \$547,915, or 0.88%. The total Budget including expenditures, debt services and capital outlay totals \$191,688,009.00.

#### 13. Adjournment.

Supervisors Arnold and Peer moved to adjourn at 12:05 pm to Wednesday, November 5, 2014 at 6:00 P.M. ADOPTED by acclamation.

Prepared by Lorena R. Stottler, County Clerk  
NOT OFFICIAL UNTIL APPROVED BY THE COUNTY BOARD.