AGENDA

Administration & Rules Committee

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

Wednesday, March 30, 2016, 8:30 a.m.

Committee Members

Amy Rinard, Chair; Jim Braughler, Vice-Chair; Steve Nass, Secretary; Jennifer Hanneman; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of the February 24, 2016 Committee meeting minutes
7. Approval of the March 8, 2016 County Board meeting minutes
8. Communications
9. Discussion and possible action to change fees for remote access (Register of Deeds)
10. Discussion and possible action on additional amendments to the Board Rules for 2016-2018
11. Discussion and possible action on resolution to dissolve the Sustainability Task Force
12. Discussion and possible action on resolution to dissolve the Farmland Conservation Easement Commission
13. Discussion and possible action on resolution to not require County Board confirmation of the Wisconsin River Rail Transit Commission appointments
14. Discussion and possible action on enacting a social media policy
15. Discussion and action on Proclamation declaring Jefferson County Law Enforcement Memorial Day
16. Discussion and possible action on Resolution for Legislation that Impacts Planning, Zoning and Land Use Laws
17. Discussion and possible action on Task Force assignments – County Board Committee and work flow process
18. Financial Reports (December)
    a. Clerk of Courts
    b. Corporation Counsel
    c. County Administrator
    d. County Board
    e. Register of Deeds
19. County Administrator's monthly report
20. Tentative Future Meeting and Agenda Items (April 27, 2016)
    All meetings in Room 112 at 8:30 a.m. unless noted
21. Adjourn

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.

#6

JEFFERSON COUNTY BOARD
COMMITTEE MINUTES

February 24, 2016
Administration & Rules Committee

1. **Call to Order**
   Meeting was called to order by Rinard at 8:30 a.m.

2. **Roll Call**

   Administration and Rules Committee Members
   Members present: Jim Braughler, Jennifer Hanneman, Jim Schroeder, Amy Rinard and Steve Nass.

   Others Present: Ben Wehmeier, County Administrator; Tammie Jaeger, Administrative Secretary; Connie Freeburg, Paralegal II; Barb Frank, County Clerk; J. Blair Ward, Corporation Counsel; Brian Lamers, Finance Director; Mark Watkins, Land & Water Conservation Director; Rob Klotz, Planning and Zoning Director and Joe Nehmer, Parks Director.

3. **Certification of compliance with Open Meeting Law Requirements**
   Wehmeier certified compliance with the open meeting law.

4. **Review of Agenda**
   No changes.

5. **Public Comment**
   None

6. **Approval of January 27, 2016 Committee meeting minutes**
   Motion by Schroeder; Second by Hanneman to approve the January 27, 2016 Committee meeting minutes as presented. (Ayes-All) Motion carried.

7. **Approval of the February 9, 2016 County Board meeting minutes**
   Motion by Hanneman; Second by Braughler to approve the February 9, 2016 County Board meeting minutes as corrected. (Ayes-All) Motion carried.

8. **Communications**
   - County Board Rule questions/potential changes
   - Official newspaper bids
   - Draft Social Media Policy

9. **Discussion and possible action on bids for County's official newspaper**
   Bids were received from the Watertown Daily Times and the Daily Jefferson County Union. The cost per line for the Watertown Daily Times bid was .68 with a circulation of 2,794. The cost per line for the Daily Jefferson County Union was .74 with a circulation of 6,960. The committee discussed circulation issues. The County Administrator will consider publishing important information in multiple newspapers.

   Motion by Schroeder; Second by Hanneman to accept the bid from the Daily Jefferson County Union and forward to the County Board for their consideration. (Ayes-4, Braughler opposed).

10. **Discussion and possible action to dissolve the Sustainability Task Force and reassign duties to the Infrastructure Committee**
    Rinard explained that after speaking to the Chair of the Sustainability Task Force there was no opposition to this idea. A resolution will be drafted.

    Motion by Nass; Second by Rinard for Corporation Counsel to draft a resolution dissolving the Sustainability Task Force and reassigning the duties to the Infrastructure Committee and forward it to the County Board for their consideration. (Ayes-All) Motion carried.

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11. **Discussion and possible action to incorporate the Farmland Conservation Easement Commission with Land and Water Conservation committee**
The committee reviewed the Board Rules related to these committees.

Motion by Schroeder; Second by Nass to recommend this change and forward to the County Board for their consideration. (Ayes-All) Motion carried.

12. **Discussion and possible action on additional amendments to the Board Rules for 2016-2018**
A draft of the County Board Rules was provided for review. Schroeder provided additional questions/potential changes for the committee to consider. The committee directed the Corporation Counsel to make the suggested changes.

Motion by Schroeder; Second by Nass to approve the changes and forward to the County Board for their consideration. (Ayes-All) Motion carried.

13. **Discussion and possible action on enacting a social media policy**
A copy of the Social Media Policy was provided for review. The Corporation Counsel will make the recommended changes and bring it back to the next meeting. No action taken.

14. **Discussion and possible action on Resolution "In Support of the Wisconsin Department of Health Services Enhancing the Quality of the Medicaid Non-Emergency Medical Transportation system" referred to the Human Services Board**
The Human Services Board supported this resolution.

Motion by Nass; Second by Schroeder to forward this resolution to the County Board for their consideration (Ayes-All) Motion carried.

15. **Discussion and possible action on Resolution "Opposing any Legislation Expanding the Subpoena Process" referred to the District Attorney's office**
An email from the District Attorney was provided for review. The DA asked the committee to hold off on this resolution at this time. No action taken.

16. **Discussion and possible action on resolutions, letters or reports from other governmental agencies**
    a. Door County Resolution – "Recommendations as to Legislation that Impacts Planning, Zoning and Land Use Laws"
    A copy of the resolution was provided for the committee to review. The Planning and Zoning Committee supports this resolution. The Corporation Counsel will update the resolution and bring it back to the next meeting for review. No action taken.

    b. Outagamie County Resolution – "Oppose any legislation which would allow a dairy farmer to sell unpasteurized (raw) milk and raw milk products"
    A copy of the resolution was provided for the committee to review. No action taken.

    c. Kewaunee County Resolution – "In Support of a National Marine Sanctuary in Wisconsin's Mid-Lake Region and Inclusion of Kewanee County's Coastal Areas"
    A copy of the resolution was provided for the committee to review. No action taken.

17. **Discussion and possible action on Task Force assignments – County Board Committee and work flow process**
Frank said that some research has been done. A meeting needs to be scheduled after the April election to work on this project. This will be discussed at the next meeting. No action taken.

18. **County Administrator's monthly report**
No action taken.

19. **Tentative Future Agenda Items and Meeting Dates** (March 30, 2016)
    - Approval of February 24, 2016 Administration & Rules Committee meeting minutes
    - Approval of March 8, 2016 County Board meeting minutes
    - Discussion and possible action on enacting a social media policy

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- Resolution – "Recommendations as to Legislation that Impacts Planning, Zoning and Land Use Laws"
- Discussion and possible action on Task Force assignments – County Board Committee and work flow process
- Discussion and possible action on additional amendments to the Board Rules for 2016-2018

20. Adjourn

Motion made by Nass; Second by Hanneman to adjourn at 10:25 a.m. (Ayes-All) Motion Carried.

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#7

CORRECTIONS TO BE MADE TO
MARCH 8, 2016, JEFFERSON COUNTY BOARD MEETING MINUTES

Page 279:
Line 24 – Insert a C before ounty so that it reads County
Page 280:
Line 19 – Delete ICM\
Line 19 – Insert after DANA the following: Investments (January 2016)
Page 293:
Line 15 – Delete the period after the word Representatives
Line 24 – Indent first line for the beginning of a paragraph
Line 32 – Insert a hyphen between 5 year so it reads 5-year
Page 294:
Line 30 – Indent first line for the beginning of a paragraph
Line 43 – Indent first line for the beginning of a paragraph
Page 298:
Line 20 – Insert the word and after the comma
Lines 24 thru 26 – Do not italicize this paragraph
Page 301:
Line 27, column 1 – Delete the word assets and move it to column 2 under the words Capital net
Line 31, column 4 – Insert an underline
Page 308:
Line 4 – Indent first line for the beginning of a paragraph
Page 310:
Lines 18 and 19 – Type in bold print the following: Mode moved that the Social Work Month proclamation be adopted.
Page 314:
Lines 18 and 19 – Line 19 should follow the last word in line 18
Page 319:
Line 6 – Insert a hyphen between the word SHORELAND-WETLAND
Line 12 – Insert a hyphen between the word SHORELAND-WETLAND
Line 14 – Insert a hyphen between the word shoreland-wetland
Lines 29 and 30 – Line 30 should follow the last word in line 29
Page 321:
Line 26 – Insert a hyphen between the word shoreland-wetland
Page 322:
Line 42 – Insert a hyphen between the word LAND-WETLAND
Line 44 – Insert a hyphen between the word shoreland-wetland
Line 47 – Insert a hyphen between the word shoreland-wet-
Page 323:
Line 3 – Insert a hyphen between the word shoreland-wetland
Line 17 – Insert a hyphen between the word land-wetland
Line 47 – Insert a hyphen between the word shoreland-wetland
Page 324:
Line 15 – Insert a hyphen between 5 year so it reads 5-year
Page 325:
Lines 41 and 42 – Line 42 should follow the last word in line 41
Page 343:
Lines 12 and 13 – Line 13 should follow the last word in line 12
Page 354:
Lines 15 and 16 – Line 16 should follow the last word in line 15
Page 355:
Line 17 – The indent of the first line of this paragraph should align with the other paragraph indents above and below it.

#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

#10

ORDINANCE NO. 2015-32

Amendments to Board of Supervisors Rules of Order 2016-2018

Executive Summary

The Jefferson County Board of Supervisors Rules of Order establish rules and procedures by which proceedings of the County Board of Supervisors, statutory boards, commissions, standing committees and other bodies are governed. The County Board reviews these Rules of Order before each new term of County Board Supervisors for necessary changes to improve operating procedures and remove language that is no longer applicable. This ordinance shows proposed amendments to the Jefferson County Board of Supervisors Rules of Order for the 2016-2018 term.

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The dates for the County Board meetings noted in Section 3.01(1)(a) of the Board of Supervisors Rules of Order 2016-2018 are as follows:

Tuesday, April 19, 2016
Tuesday, May 10, 2016
Tuesday, June 14, 2016
Tuesday, July 12, 2016
Monday, August 8, 2016
Tuesday, September 13, 2016
Tuesday, October 11, 2016
Tuesday, October 25, 2016
*Monday, November 14, 2016
Tuesday, December 13, 2016

Tuesday, February 14, 2017
Tuesday, March 14, 2017
Tuesday, April 18, 2017
Tuesday, May 9, 2017
Tuesday, June 13, 2017
Tuesday, July 11, 2017
Tuesday, August 8, 2017
Tuesday, September 12, 2017
Tuesday, October 10, 2017
Tuesday, October 24, 2017
*Tuesday, November 14, 2017
Tuesday, December 12, 2017

Tuesday, February 13, 2018
Tuesday, March 13, 2018
Tuesday, April 17, 2018

Section 2. Section 3.01(c) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(c) In addition to the methods prescribed by Wisconsin Statute Section 59.11, a Board meeting may be convened by the Board Chair in case of a declared emergency~~, to authorize repairs of county buildings, or take other necessary action to respond to the emergency~~.

Section 3. Sections 3.02 (1), (3), (4) and (7) of the Board of Supervisors Rules of Order 2016-2018 are amended as follows:

3.02 ORGANIZATION.

(1) The Board shall, as provided by s. 59.11, Wis. Stats., organize at the April meeting in even-numbered years by electing a Chairperson, a First Vice Chairperson and a Second Vice Chairperson by secret ballot. The Clerk shall preside until the Chairperson has been elected. Nominations shall be made by written ballot. In the event more than two persons are nominated for a position, a primary ballot shall be prepared. Prior to the primary election, or the final election if no primary is required, each nominee shall be provided up to three minutes to address the Board. A person receiving a majority of votes cast on the primary ballot shall be declared elected. Otherwise, the two persons receiving the greatest number of votes for a position on the primary ballot shall be placed on the final ballot. In the event two persons receive the second greatest number of votes, those two persons shall be the subject of a vote for the second position on the final ballot. The Clerk shall prepare a final ballot for the position. The person receiving the most votes shall be elected to the position. The provisions of section 3.03(11), where applicable, shall apply to this procedure. Persons elected in accordance with this paragraph may be removed by the Board by majority vote. [Am. 03/12/02, Ord. No. 2001-29; 06/13/06, Ord. 2006-08; 03/11/08, Ord. 2007-35]

(3) In case of the absence or disability of the Chairperson, the First Vice Chairperson shall perform the duties of the Chairperson.

(4) In case of the absence of the Chairperson and the First Vice Chairperson, the Second Vice Chairperson shall perform the duties of the Chairperson.

(7) In the event the position of Chairperson, First Vice Chairperson or Second Vice Chairperson is vacant due to removal, resignation or death of the incumbent, the Board shall hold an election to fill the position(s) ~~of Chairperson~~ within sixty (60) days of it becoming vacant. Until such vacant position is filled, the~~The~~ First Vice Chairperson, or the Second Vice Chairperson if there is no First Vice Chairperson, shall assume all duties of the Chairperson ~~when such position is vacant~~ and shall be paid meeting fees and the monthly salary to which the Chairperson would be entitled until such time as the Board elects a successor. The Second Vice Chairperson shall assume the duties of First Vice Chairperson when such position is vacant. [cr. 03/11/08, Ord. 2007-36]

Section 4. Sections 3.03(11)(a) thru (g) of the Board of Supervisors Rules of Order 2016-2018 are deleted as follows:

~~**(11)** Whenever it is necessary for the Board to elect members of a committee the following procedure shall be followed:~~

~~**(a)** Nominations shall be made and shall be prominently printed on a blackboard in plain view.~~

~~**(b)** The County Clerk shall immediately prepare written ballots with the names of candidates in alphabetical order.~~

~~**(c)** When ballots have been prepared the Clerk shall call the roll and one ballot shall be delivered to each board member present.~~

~~**(d)** The County Clerk shall appoint three election tellers who shall assist the County Clerk in the tabulation of results. [am. 03/09/10, Ord. 2009-24]~~

~~(e) County Board members will then vote for as many candidates as there are vacancies to be filled and each County Board member's ballot shall be signed~~.

~~(f) Candidates receiving a majority vote of the number of County Board members present shall be declared elected. Should no one receive a majority vote the person receiving the lowest number of votes shall be dropped from the ballot. The Clerk shall again call the roll and one ballot shall be delivered to each board member present, repeating if necessary, until all vacancies are filled. In case of a tie vote, the successful candidate shall be determined by lot. If the number of candidates receiving a majority vote of County Board members present exceeds the number of positions to be filled, any person not receiving a majority vote shall be dropped from the ballot. The Clerk shall again call the roll with only those receiving a majority vote remaining on the ballot. The person receiving the lowest number of votes shall be dropped from the ballot each succeeding ballot until the number of candidates receiving a majority vote equals the number of positions to be filled~~.

~~(g) If a ballot has been improperly marked it shall be discarded and the remaining ballots shall be counted; provided, however, a ballot marked with less than the maximum number of votes shall be counted if the intent of the voter can be ascertained.~~

Section 5. Section 3.04(1) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

3.04 DUTIES OF OFFICIALS.

(1) The County Administrator shall receive proposed resolutions, ordinances, reports and petitions and provide copies to the Clerk. The Administrator shall prepare a written agenda of all matters which are to be brought before the Board or Board committees, which agendas shall be based on input from the Board Chair or the Committee Chair respectively, and approved by the Clerk or the Clerk's designee prior to distribution. The County Administrator shall attend board meetings and shall assist the Board whenever possible. The County Administrator may present matters to the board for consideration. [Ord. No. 2014-09, 06-10-2014]

Section 6. Section 3.05(1) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

3.05 STANDING COMMITTEES.

(1) Standing committees of the Board shall be appointed for two-year terms by the Chairperson of the Board after his/her election and prior to June 1 in even-numbered years, unless a different date for appointment is specifically prescribed. When necessary for the orderly transaction of business prior to the formal appointment of new committees, the Chairperson may appoint temporary committees and committee chairpersons to address pending items assigned to a standing committee. The temporary committee may act until the earlier of June 1 or the date the Chair files permanent appointments with the Clerk. The Chairperson shall file a list of the committee appointments with the County Clerk and the County Administrator. Any mid-term committee appointments by the Chairperson shall be filed with the Clerk who shall present them to the Board as a communication at the next regular County Board meeting. Committee members who cannot attend a committee meeting shall report their absence in advance as a courtesy to the other members. Such reports shall be made to the committee chairperson and County Board Chairperson. If the member is unable to notify the chair, the member shall notify the applicable department head. Members reporting their absence in advance of the meeting shall be noted as having done so in the minutes where their absence is recorded. The Chairperson (or either Vice Chairperson, or in the absence of the Chairperson and both Vice Chairpersons, any member of the Jefferson County Board of Supervisors if so designated by the Chair in advance of any particular meeting) shall be an ex officio member of all standing committees, and shall be allowed to vote in order to break a tie, and shall be counted as a member if necessary to create a quorum at the committee's meeting, and shall also be allowed to vote in that case. When an issue arises at a County Board meeting or administratively that is not clearly assigned to a standing committee by the Board Rules or a prior resolution, the Board Chair shall designate the committee to which the issue shall be assigned. [Am. 03/09/04, Ord. 2003-35; 06/08/04, Ord. 2004-10; 12/13/05, Ord. 2005-31; 07/11/06, Ord. 2006-07; 07/10/07, Ord. 2007-16; Ord. No. 2013-10, 07-09-2013]

Section 7. Section 3.05(2)(a) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(a) ADMINISTRATION & RULES COMMITTEE - Five members: County Board Chair, First and Second Vice Chair and two other County Board members. If the position of County Board Chair, First Vice Chair or Second Vice Chair becomes vacant, the County Board Chair or Acting County Board Chair shall temporarily appoint members of the County Board to serve on the Administration & Rules Committee until the vacant positions are filled on the County Board. This Committee shall supervise the office of the County Administrator and shall handle matters pertaining to said office. Committee proposals and recommendations shall be subject to approval of the County Board. This Committee shall also meet with circuit court judges as called, to discuss common goals and concerns within the Jefferson County Circuit Court system. The Committee shall work with the courts to implement such goals. This Committee shall also meet with the Clerk of Courts, County Clerk, the Register of Deeds and Corporation Counsel with regard to matters pertaining to said offices. [Am. 03/12/02, Ord. 2001-30; 07/10/07, Ord. 2007-11; 03/11/08, Ord. 2007-37]

Matters pertaining to proposed state legislation, county board rules and county board minutes shall be handled by the Committee. During the last three months of its term, the Committee shall draw specifications, solicit bids, and file a recommendation with the County Board in March of even-numbered years concerning which newspaper in the County shall be the official newspaper and printer for the two-year term of the new County Board. The Committee, on behalf of the Board, shall be authorized to approve the minutes from each March meeting and any other meeting when the County Board does not meet in sufficient time to approve the minutes for publication as required by Section 59.14(2), Stats. [cr. 07/10/07, Ord. 2007-11]

The Administration & Rules Committee is authorized to petition the Jefferson County Circuit Court for an order dividing a municipality into wards in accordance with applicable law and the County's tentative supervisory district plan upon a municipality's failure to divide or submission of a division which does not comply with the tentative supervisory district plan. [cr. 07/12/11, Res. 2011-34; am. 3/13/12, Ord. 2011-24]

The Board Chair or his designee shall serve as Jefferson County's representative to the Inter-County Coordinating Committee. The Board Chair, an Administration & Rules ~~c~~Committee member and the County Administrator shall be Jefferson County's representatives on the Inter-County Data Processing Commission. [Am. 03/14/06, Ord. 2005-48a; 03/13/12, Ord. 2011-24]

Section 8. Section 3.05(2)(c) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(c) FINANCE COMMITTEE - Five members. County Board Chair, a Vice Chair designated by County Board Chair, and three other members. This Committee shall receive the proposed county budget from the County Administrator and shall conduct hearings necessary in the review of the proposed budget. The County Administrator and staff shall meet with the Committee and shall assist in the preparation of the budget. If the Chair or a Vice Chair does not want to serve, the Chair shall appoint a replacement. [Am. 05/11/04, Ord. 2004-04; 03/09/10, Ord. 2009-24; Ord. No. 2014-11, 07-08-2014]

The Committee shall meet on matters of budget control and shall make necessary permitted transfers as authorized by the provisions of s. 65.90(5)(b), Stats. The Committee shall propose necessary budget transfers and amendments requiring County Board action. [Am. 03/14/06, Ord. 2005-48d]

The Committee shall recommend to the Board the departments to be audited, the auditors to be employed, and shall report to the Board the results of such audits. A subcommittee consisting of any three Finance Committee members (of which two shall constitute a quorum) may meet each month to audit and approve for payment proper vouchers, expenditures and claims against the County, except vouchers, expenditures and claims pertaining to the Highway Department, Human Services Department, and Veterans Service Commission. The Committee shall supervise the collection of delinquent taxes and is authorized to sell foreclosed properties in accordance with Resolution No. 2002-16. This Committee shall be responsible for the sale of county-owned land other than that obtained through tax foreclosure, and shall present contracts for sale of such land to the Board for approval. [Am. 08/13/02, Ord. 2002-16; 03/14/06, Ord. 2005-48d, effective 04/18/06; 03/11/08, Ord. 2007-39; 03/13/12, Ord. 2011-24]

The Committee shall supervise the County's contracts with the Jefferson County land preservation groups. [Am. 04/16/02, Ord. 2002-05; 03/14/06, Ord. 2005-48d]

The Committee shall, together with the County Administrator and Corporation Counsel if bids are taken, recommend to the County Board the types and amounts of insurance to be carried and also the insurance carrier to whom such insurance shall be awarded. The Committee shall be authorized to renew insurance contracts without bidding same, when it finds renewal is in the best interest of Jefferson County.

The Committee shall work with the County Treasurer, ~~County Clerk,~~ Finance Department and Child Support Office in handling policy matters related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 3/13/12, Ord. 2011-24]

The Committee shall have the authority granted to the former Audit Committee, pursuant to Resolution No. 83-98, to resolve claims against the County in amounts up to $10,000. [Cr. 04/16/02, Ord. 2002-04]

The Committee, on a case by case basis, shall recommend to the Board of Supervisors the allocation of the proceeds from the sale of county-owned farmland to possibly increase the acreage of farmland permanently protected from development, and to leverage state and federal funds for the acquisition of conservation easements to protect farmland (Resolution No. 2008-15).

Section 9. Section 3.05(2)(e) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(e) HUMAN RESOURCES COMMITTEE - Five members. The Human Resources Committee shall assist in the administration of the Safety Program and Personnel and Salary Ordinance. The Committee shall hear grievances in accordance with provisions of union contracts, the Civil Service Ordinance or the Personnel Ordinance. The Committee may review job descriptions and evaluate the allocation of positions to the various departments. This Committee shall also review the statutory requirements and make recommendations to the Board concerning benefits, pay classifications and employment law policies, as well as make recommendations to the County Board concerning union negotiations. [Am. 03/12/02, Ord. 2001-34; 05/14/02, Ord. 2002-07; 03/14/06, Ord. 2005-48e; 03/11/08, Ord. 2007-40; 3/13/12, Ord. 2011-29]

Section 10. Section 3.05(2)(f) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(f) INFRASTRUCTURE COMMITTEE - Five members. The Infrastructure Committee shall supervise and control all construction, remodeling and repair of all county buildings and shall have authority to approve the use of county buildings by organizations not connected with county government. The Committee shall review all proposed leases, except those leases which by rule are the responsibility of a different committee, and recommend same to the County Board for final approval. [am. 03/11/08, Ord. 2007-38]

Invoices covering construction and remodeling shall be approved by the department head or designee of the department involved. The Committee shall review all payments made at its next meeting and determine a proper course of action when an invoice is disputed. [am. 08-12-08, Ord. 2008-17]

When the County Board has authorized construction of, additions to or remodeling of a county building, the Committee shall solicit proposals from various architects, and recommend to the County Board which architect shall be hired for the project. The Committee may, in its discretion, recommend that the County proceed without an architect. The Committee is not required to recommend an architect based solely on monetary considerations, but shall also consider an architect's previous work for the County and others.

The Committee shall review issues related to Management Information Systems and shall have responsibility for resource, conservation and sustainability practices in county facilities and operations. [Am. 03/14/06, Ord. 2005-48b; 08-12-08, Ord. 2008-17]

Section 11. Section 3.05(2)(g) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(g) LAND & WATER CONSERVATION COMMITTEE - Seven~~Five~~ members. Not less than three members of the County Board, including at least two members of the University Extension Education Committee, appointed by the Board Chairperson and confirmed by the Board, and the Chairperson of the FSA (Farm Service Agency) (or his/her designee) shall serve as the Land & Water Conservation Committee and shall have the powers and duties as set forth in Chapter 92, Wisconsin Statutes. This Committee shall also be responsible for acquiring conservation easements, reviewing applications to grant such easements and recommending action thereon to the County Board when appropriate. [Am. 03/12/02, Ord. 2001-33; 09/08/08, Ord. 2008-19]

This Committee shall also manage, supervise and be responsible for ~~the Countryside Farm and other~~ county farmland not held for future parks development. Leases of the farmland shall be approved by the County Board. [Am. 03/14/06, Ord. 2005-53; 03/11/08, Ord. 2007-41]

Section 12. Section 3.05(2)(h) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(h) LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE - Five members. This Committee shall consist of five members and shall have jurisdiction over issues affecting the Jefferson County Sheriff's Office. This Committee shall handle grievances arising under the Sheriff's Office labor contract other than those involving suspension, demotion or discharge mentioned in Wisconsin Statute 59.26(8)(b). This Committee is also responsible for all matters pertaining to Emergency Management and in accordance with s. 323.14(1)(3), Wis. Stats., the County Board Chairperson shall designate a member of the Committee to act as chairperson when this Committee is convened as an Emergency Management Committee. [Am. 02/08/05, Ord. 2004-31; 03/14/06, Ord. 2005-48g; 12/14/10, Ord. 2010-20]

This Committee shall work with the District Attorney and ~~Coroner~~ (Medical Examiner ~~effective 1/1/2015~~) in handling business matters and in solving problems related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 03/11/08, Ord. 2007-37; Ord. No. 2013-24, 03-11-2014]

Section 13. Section 3.06(1)(e) Farmland Conservation Easement Commission, of the Board of Supervisors Rules of Order 2016-2018 is repealed.

Section 14. Section 3.06(1)(d) of the Board of Supervisors Rules of Order 2016-2018 is renumbered (e).

Section 15. Section 3.06(1)(d) of the Board of Supervisors Rules of Order 2016-2018 is created as follows:

(d) CRIMINAL JUSTICE COLLABORATING COUNCIL – Fourteen members. There shall be at least fourteen voting members of the Council whose membership is determined by the position the member occupies or by appointment of the Council: Chief Judge or Presiding Judge for Jefferson County (Chair), County Administrator, County Board Chair, Sheriff, District Attorney, Clerk of Circuit Court, local government representative, Jefferson County Public Defender, Jefferson County Police Chief & Sheriff's Association representative, Human Services Director, Jefferson County parole and probation manager, education representative, Jefferson County citizen and Corporation Counsel. The County shall create by-laws including establishing term lengths for members, meet at least quarterly and make recommendations to the County Board, or member's respective organization, to facilitate the goals of the Council.

Section 16. Section 3.06(1)(h) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(h) HUMAN SERVICES BOARD - Seven members. This is the governing and policymaking board of directors of the Human Services Department. Four members shall be members of the Board of Supervisors at the time of appointment and throughout their respective terms. Three members shall be consumers of service or citizens at large. No public or private provider of services may be appointed to the Board. Appointees shall serve staggered three-year terms. The Human Services Board shall elect a chairperson and vice chairperson who must be selected from the four members who are supervisors. Elections shall be held after the County Board organizational meeting in April of even-numbered years. The Human Services Board shall possess all the powers and duties prescribed by s. 46.23(5m), Wis. Stats.

Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint an Aging and Disability Resource Center Advisory Committee which shall also be assigned the duties established by Resolution No. 42 adopted June 12, 1979, for the Advisory Committee on Aging.

Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint the Nutrition Project Council, number and terms of appointees to be determined by the Human Services Board. Such appointments shall be subject to confirmation by the County Board.

Jefferson County, under an Intergovernmental Cooperation Agreement, shall be a member of the Marsh Country Health Alliance Commission to organize and establish a multi-jurisdictional public entity to lease, manage and operate a nursing home and facility for the developmentally disabled known as Clearview Long-Term Care & Rehabilitation. The County Board Chair shall appoint one supervisor, who is also a member of the Human Services Board, to said Commission.

The County Board Chair shall appoint County Board Supervisor(s) or other members of the public to the Community Action Coalition. The Coalition provides a variety of services to individuals in Jefferson County experiencing poverty, including services to obtain or maintain housing to prevent homelessness, and subsidized rental costs to make housing more affordable. It also provides many programs to help meet an individual's basic needs and to build skills to reach self-sufficiency.

The Human Services Board may create a subcommittee known as the Human Services Personnel & Finance Committee, members of which shall be eligible for meeting fees and mileage. [Am. 03/09/04, Ord. 2003-39; 03/11/08, Ord. 2007-49; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

Section 17. Sections 3.06(1)(o), (p), (q) and (r) of the Board of Supervisors Rules of Order 2016-2018 are renumbered (p), (q), (s) and (t).

Section 18. Section 3.06(1)(o) of the Board of Supervisors Rules of Order 2016-2018 is created as follows:

(o) SOUTH CENTRAL WISCONSIN WORKFORCE DEVELOPMENT AREA CONSORTIUM – 6 members. The Consortium shall consist of the chairperson of the County Board of Supervisors or County Executives or the designees of said officials of the counties of Columbia, Dane, Dodge, Jefferson, Marquette and Sauk. The purpose of the Consortium is to serve as an oversight entity to fulfill the intent of the Workforce Innovation and Opportunity Act. The responsibilities of the Consortium are (1) to serve as the Workforce Development Area Consortium of Supervisors, (2) to appoint the Workforce Development Board under the Workforce Innovation and Opportunities Act; and (3) to execute an agreement with the Workforce Development Board required for proper operation and functioning of the Board. The Consortium will direct the Board to receive the Workforce Innovation and Opportunity Act funds on behalf of the Consortium and serve as the administrative entity and fiscal agent with the duty to disburse funds at the direction of the local board.

Section 19. Section 3.06(1)(p) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(p) TRAFFIC SAFETY COMMISSION – In accordance with s. 83.013, Stats., the Traffic Safety Commission shall consist of the statutorily named persons, with the balance of the 12 members appointed to indeterminate terms by the County Administrator. The Jefferson County Highway Commissioner shall serve as the County Highway Safety Coordinator. [Cr. 03/14/06, Ord. 2005-54; re-lettered 0/15/08, Ord. 2008-01 and Ord. 2008-

02; am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2013-24, 03-11-2014; Ord. No. 2015-19, 11-10-2015]

Section 20. Section 3.06(1)(r) of the Board of Supervisors Rules of Order 2016-2018 is created as follows:

(r) WISCONSIN COUNTIES UTILITY TAX ASSOCIATION – One member appointed by the County Board Chair. The Association's mission is to change the law to provide for a more equitable distribution of utility tax for Wisconsin Counties.

Section 21. Section 3.06(1)(s) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(s) WISCONSIN RIVER RAIL TRANSIT COMMISSION (WRRTC) – Three members to staggered three-year terms ending on April 30 in respective years and one alternate, appointed by the Chair ~~and confirmed by the Board~~. The Commission was created in 1980 for the purpose of retaining rail service in the member counties which are now Crawford, Dane, Grant, Iowa, Jefferson, Rock, Sauk, Walworth and Waukesha. The Commission's mission is to further support maintaining rail accessibility for businesses in the County and possibly expanding such service south from Watertown to Jefferson and Fort Atkinson. [Ord. No. 2013-24, 03-11-2014; Ord. No. 2015-19, 11-10-2015]

Section 22. Section 3.07(2) of the Board of Supervisors Rules of Order 2016-2018 is amended as follows:

(2) A majority of the members of any committee, board, commission or other body shall constitute a quorum for the transaction of business. The ~~County Board Chairperson~~ appointing authority may appoint an additional member on a temporary basis upon notice from a member that he/she has vacated his/her seat or will be unable to attend meetings for an extended period ~~due to illness~~. Such temporary appointment shall terminate when the original member is once again available for meetings. [Ord. No. 2015-01, 04-21-2015]

Section 23. This ordinance shall be effective after passage and publication as provided by law.

1st reading on 03/08/2016; laid over until 04/19/2016

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

NOTE: Section 3.09 of the County Board rules provides that amendments to the rules shall be made by 2/3 vote. Proposed amendments shall be introduced at one session of the Board and laid over until the next session before action is taken, unless the Board waives laying it over by unanimous vote.

Requested by 03-08-16
Administration & Rules Committee

J. Blair Ward: 02-29-16; 03-01-16

REVIEWED: Administrator: BW; Corp. Counsel ; Finance Director: BL

#11

RESOLUTION NO. 2010-33

Resolution creating the Jefferson County Sustainability Task Force

WHEREAS, resource availability is challenged by population-driven demand, and

WHEREAS, resource scarcity leads to increased costs and reduced quality of life, and

WHEREAS, one role of government is to anticipate trends which affect the functioning of society, and

WHEREAS, some other government bodies have developed a response to the stated challenge, and

WHEREAS, a systems based approach has been adopted by municipalities which have acted on this issue,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board shall establish a Sustainability Task Force to study the issue of systems based sustainability in Jefferson County and make recommendations to the Board through the Infrastructure Committee.

BE IT FURTHER RESOLVED that the Task Force shall report to the County Board at least annually, and file a comprehensive report within two years containing its recommendations for consideration by the Jefferson County Board.

BE IT FURTHER RESOLVED that the Jefferson County Board Chairman shall appoint nine persons to constitute the Task Force Steering Committee which may assemble volunteer Task Force advisory groups as needed to address specific issues, and

BE IT FURTHER RESOLVED that members of the Task Force advisory groups and Steering Committee shall serve without compensation or mileage reimbursement.

BE IT FURTHER RESOLVED that the meetings shall be open to the public and noticed in accordance with Wisconsin state law.

Fiscal Note: No fiscal impact.

AYES ____voice vote____
NOES _____
ABSTAIN _____
ABSENT _____

Requested by
Administration & Rules Committee

06-08-10

Greg David & Walt Christensen: 05-23-10; Philip Ristow: 05-25-10; 06-01-10; 06-02-10

#12

RESOLUTION NO. 2014-25

Resolution moving Farmland Conservation Easement Commission support functions and administrative responsibilities from Planning & Zoning to Land & Water Conservation

Executive Summary

In 2007 the County Board approved Resolution No. 2006-86 which created the Farmland Preservation Commission and the Purchase of Development Rights Program. As part of adding this program, the County's Planning and Zoning Department was identified to staff the Commission with support of several other departments. Further, Resolution No. 2007-73 was approved by the Board which changed the name of the Commission to the Farmland Conservation Easement Commission, which is the name it continues to operate under today. Recently, the Commission requested staff review the current support of the Commission and provide a recommendation back to the Administration and Rules Committee of what is the best way to support the mission of the Commission.

Based on discussions among staff, it was determined that the Land & Water Conservation Department assumes the responsibility of support functions and administrative responsibilities to the Commission. Other departments will continue to support in areas of expertise as needed in support of the program. This recommendation was forward to the Administration and Rules Committee where it received a unanimous recommendation. It is also being supported by the Farmland Conservation Easement Commission.

WHEREAS, the County Board through Resolution 2006-86 created the Farmland Preservation Commission, and

WHEREAS, the County Board specifically tasked the County's Planning and Zoning Department to provide the support staff function to this program, and

WHEREAS, Resolution 2006-86 also recognized that this program required the collaborative efforts of several departments to include Land and Water Conservation, County Administration, Land Information and Corporation Counsel which continues to today, and

WHEREAS, Resolution 2007-73 changed the name of the Commission to the Farmland Conservation Easement Commission, and

WHEREAS, the County has seen several organizational and personnel changes since the establishment of the program in 2006, and

WHEREAS, the impacted Departments have met and recommend that staff support functions and administrative responsibilities should be transitioned to the Land and Water Conservation Department, and

WHEREAS, this recommendation is supported by the Administration and Rules Committee and the Farmland Conservation Easement Commission.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board authorizes the County Administrator to transition staff support functions for the Farmland Conservation Easement Commission to the Land and Water Conservation Department, and

BE IT FURTHER RESOLVED that the County Administrator will have the authority to adjust program support in the future to the Farmland Conservation Easement Commission based on organizational and operational needs.

Fiscal Note: There is no fiscal impact to the current budget. The County Administrator will be working with impacted departments to enhance the Business Unit in the 2015 Budget to recognize cost allocation to the program.

Ayes: voice vote Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Administration & Rules Committee 08-11-14

Ben Wehmeier: 07-30-14; 08-05-14 APPROVED: Administrator: BW; Corp. Counsel: JBW; Finance Director: BL

#13

RESOLUTION NO. 2013-98

Resolution authorizing membership in the Wisconsin River Rail Transit Commission

WHEREAS, the Wisconsin River Rail Transit Commission (WRRTC) was created in 1980 for the purpose of retaining rail service in the member counties, which are now Crawford, Dane, Grant, Iowa, Rock, Sauk, Walworth and Waukesha, and

WHEREAS, the Commission operates under land use agreements with the State of Wisconsin to use various rail corridors, and operating agreements with the Wisconsin and Southern Railroad (WSOR) to provide rail service on said rail lines, and

WHEREAS, the communities of Waterloo, Watertown and Palmyra are served by the WSOR lines, and

WHEREAS, the Jefferson County Economic Development Consortium (JCEDC) and the Administration & Rules Committee recommend that Jefferson County become a member of the Wisconsin River Rail Transit Commission to further support maintaining rail accessibility for businesses in the County and possibly expanding such service south from Watertown to Jefferson and Fort Atkinson, and

WHEREAS, the Jefferson County Economic Development Consortium has agreed to pay 50% of the initial annual assessment of $28,000 should Jefferson County become a member,

NOW, THEREFORE, BE IT RESOLVED that Jefferson County hereby authorizes the County Board Chair and the County Clerk to execute such documents as are necessary to become a member of the Wisconsin River Rail Transit Commission;

BE IT FURTHER RESOLVED that the Board Chair shall appoint three members to staggered three-year terms ending on April 30 in respective years, and one alternate, which appointments shall be subject to Board confirmation.

Fiscal Note: The initial annual assessment for 2014 is $28,000, $14,000 of which will be paid by JCEDC and $14,000 by the County. The funds are available in the 2014 budget for such payment. In the event the County wished to terminate its membership, it must do so prior to July 1 of any year effective April 30 of the following year, subject to paying any obligations that remain unpaid before the effective date of the withdrawal.

AYES 25
NOES 0
ABSTAIN
ABSENT 4 (Rinard, Rogers, Jaeckel, Zentner)
VACANT 1

Requested by
Administration & Rules Committee & JCEDC 01-14-14

Phil Ristow: 01-08-14

#14

RESOLUTION NO. 2016-___

Adoption of Social Media Policy

Executive Summary

Jefferson County departments, officials and organizations may utilize social media platforms to further enhance communications with various organizations in support of County goals and objectives. They have the ability to publish content, facilitate discussions, and communicate information through various social media related to conducting County business. Social media facilitates further discussion of County issues, operations and services by providing members of the public with the opportunity to connect to county resources using the internet.

I. PURPOSE

This policy is intended to promote the safe, orderly, responsible and consistent use of social media by Jefferson County, its officials and employees. The County encourages, within the rules set forth herein, the use of social media. The County employs social media for the express and limited purposes of communicating the County's various messages, its vision of the County, promoting the County's government speech and allowing the public a limited venue in which to communicate with the County. The County does not intend to create any open public forums for expressive activity of the public. The County reserves the right to edit or remove any content that violates this or any other policy of the County or any applicable law.

This policy is further intended to provide a framework for use of social media when authorized by the County as part of an employee's job duties. This policy provides general guidelines for the use of social media by all County departments, officials and employees of Jefferson County, with departments having discretion to create guidelines specific to their department or social medial post as long as such guidelines are not inconsistent with this policy. The forms of social media or technology referred to in this policy include, but are not limited to Facebook, LinkedIn, MySpace, Twitter, Yammer, YouTube, video or wiki postings, chat rooms, personal blogs or other similar forms of online journals, or newsletters affiliated with the County.

County-owned technology resources are the property of Jefferson County, as is all data created, entered, received, stored, or transmitted via County-owned equipment.

II. APPLICATION

This policy applies to all County employees, programs, departments, divisions, subunits (boards, committees, commissions, other bodies) and agencies; to all County official websites, both Internet and Intranet; to all other websites hosted by the County; to any division, department, agency, or subunit receiving direct services from County Management Information Systems (MIS). This policy does not apply to elected officials of the County of Jefferson. Employees who fail to comply with the terms of this policy are acting outside the scope of their employment and may be subject to discipline, up to and including involuntary termination, and personal civil liability.

III. POLICY

1. All Jefferson County social media platforms shall be approved by the County Administrator and the requesting Department Head. All content must be published using approved County social media platform and tools set forth in this policy or other county policies, including additional requirements specific to a department or social media platform. All content must be approved by an assigned moderator as defined below. Any fundraising efforts through social media must be approved by the County Administrator and reviewed by the Corporation Counsel prior to publication.

2. All Jefferson County social media platforms shall adhere to applicable state, federal, and local laws, regulations and County policies including, but not limited to, the Computer, Internet, and Telephone Use policy as well as the Harassment Policy, including Sexual Harassment, the Jefferson County Ethics Policy and Personnel Policy. Employees may be subject to discipline, up to and including involuntary termination for conduct that violates County policies or rules and regulations, whether such conduct occurs on duty or off-duty.

3. Public records laws and policies apply to social media content and therefore content must be able to be managed, stored and retrieved to comply with these laws. All social media platforms and entries shall clearly indicate that any articles and any other content posted or submitted for posting are subject to public disclosure.

4. Content deemed not suitable by Jefferson County because it is not topically related to the particular objective, or is deemed prohibited content based on the criteria in this or other policies, may be taken off the platform, but shall be retained pursuant to the records retention schedule along with a description of the reason the specific content is deemed not suitable for posting.

5. The County reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law.

6. Each Jefferson County social media platform shall include an introductory statement which clearly specifies the purpose and topical scope of the platform. Social media platforms may include links to information and content from other non-county media platforms and websites provided that there is no copyright infringement or use in violation of the social media or website policy. Where possible, social media platforms should link back to the official Jefferson County Internet site for forms, documents and other information.

7. Each Jefferson County social media platform account is proprietary and created for the exclusive use of Jefferson County for the benefit of the public. Moderators are authorized to create and post content on behalf of Jefferson County, but do not own the accounts. When the function of moderator ends, the employee shall surrender all rights, including administrative authority and passwords, to these accounts.

8. Jefferson County social media content and comments containing any of the following shall **not** be allowed for posting:

a. Non-topically related content
b. Profane language or content
c. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation or other protected class
d. Sexual content or links to sexual content unless such content is topically related
e. Conduct or encouragement of illegal activity
f. Content that may compromise the safety or security of the public or public systems
g. Content that violates copyright or other legal interest of any other party
h. External links constituting official endorsement or representative views on behalf of the Jefferson County
i. Content promoting political outcome, a political candidate, or political party
j. Content promoting or endorsing any religion or religious organization
k. Content regarding or relating to any private commercial transactions or engagement in private business activities
l. Duplicate comments, i.e. posting the same comment multiple times by the same person for no apparent reason
m. Posting of links with no text which do not advance the discussion or make the commentator's point of view clear
n. Other non-topically related content outside the limited public forum established to discuss specific County issues, operations and services

9. All County social media moderators shall be trained regarding the terms of this Jefferson County policy, including their responsibilities to review content to ensure compliance with the Social Media Policy and guidelines.

10. All social media platforms shall clearly indicate they are owned and maintained by Jefferson County and shall have Jefferson County contact information prominently displayed.

11. Where appropriate, County Management Information Systems (MIS) policies shall apply to all social media platforms and related content.

12. All County-related communication through social media tools shall be professional and conducted in accordance with County policies, practices, and expectations.

13. Jefferson County logos, marks, and insignia may be used on County social media platforms owned and maintained exclusively for County business and related County purposes. Jefferson County's name, logos, marks and insignia may not be used to promote any political party, candidate or for any other political purposes or to conduct private commercial transactions or activities.

14. Employees found in violation of this policy may be subject to disciplinary action up to and including involuntary termination of employment.

15. Administrative Structure: any County authorized social media site will require the following:

Site Administrator: this person will be responsible to ensure that the use of the social media site adheres to this policy and all related County policies. The name of the proposed site administrator must be filed with the County Administrator along with the request for an authorized social media platform, or if a social media platform has already been established, within 30 days following enactment of this policy. It is the responsibility of the sponsoring department head to update this information should authorized personnel change.

Backup Site Administrator: to prevent issues related to site administration during the absence of the site administrator, all authorized sites must have a named backup site administrator to be filed as part of the request for an authorized social media platform, or if a social media platform has already been established, within 30 days following enactment of this policy. It is the responsibility of the sponsoring department head to update this information should authorized personnel change.

Approved content authors: sponsoring departments must authorize all employee content authors for their department social media platform.

Login and Password Information: Login and password information for all social media sites must be filed as part of the request for an authorized social media platform, or if a social media platform has already been established, within 30 days following enactment of this policy. It is the responsibility of the sponsoring department head to update this information should authorized personnel change.

16. The County Administrator may approve exceptions to this policy in writing on a case by case basis for good cause.

IV. DEFINITION OF TERMS

Content: Including, but not limited to: comments, text, graphics, video, icons, images, and avatars.

Platform: Social media sites including but not limited to: Facebook, Twitter, LinkedIn, Blogger, and YouTube.

Comments: Blogs may allow readers to add feedback comments under posts, and may also provide a feed for comments as well as for main items.

Blog: Web sites with dated items of content in reverse chronological order, self-published by bloggers. Items – called posts- may have key word tags associated with them, are usually available as feeds, and often allow commenting.

Publish: Posting, pasting, commenting, etc., to any social media platform.

Posts: Item on a blog or forum.

Presence online: Has (at least) two aspects. One is whether you show up when someone does a search on your name. The second is whether you use tools that show you are available for contact by instant messaging, voice-over IP, or other synchronous methods of communication.

Profile: Information that users provide about themselves when signing up for a social networking site. As well as a picture and basic information, this may include personal and business interests, a "blurb" and tags to help people search for like-minded people.

RSS: Short for "Really Simple Syndication." This allows subscribers to receive content from blogs and other social media sites and have it delivered through a feed.

Social Media: Tools and platforms people use to publish, converse, and share content online. The tools include blogs, wikis, podcasts, and sites to share photos and bookmarks.

Podcasts: Audio or video content that can be downloaded automatically through a subscription to a website so you can view or listen offline.

Social Networking: Online place where people can create online profiles.

Transparency: Enhances searching, sharing, self-publishing, and commenting across networks; makes it easier to find out what's going on in any situation where there is online activity.

Moderators: Jefferson County employees designated as such in writing and authorized agents, and/or contractors.

V. SHARING JEFFERSON COUNTY NEWS AND EVENTS THROUGH SOCIAL MEDIA TOOLS IS AN EXCELLENT, LOW-COST WAY TO ENGAGE THE COMMUNITY. THE FOLLOWING GUIDELINES ARE TO BE FOLLOWED WHEN ENGAGING IN SOCIAL MEDIA ON BEHALF OF JEFFERSON COUNTY:

Maintain confidentiality
Do not post confidential or proprietary information about Jefferson County or its employees. Use good ethical judgment and follow County policies and federal requirements, such as the Health Insurance Portability and Accountability Act (HIPAA) of 1996 and the Family Educational Rights and Privacy Act (FERPA)

Maintain privacy
Do not discuss a situation involving named or pictured individuals on a social media platform without their permission. As a guideline, do not post anything that you would not present in any public forum.

Do no harm
Let your social media presence(s) do no harm to Jefferson County or to yourself whether you are navigating those platforms on the job or off.

Write what you know
Ensure you write and post about your area of expertise, as it relates to your position with the County.

Understand your personal responsibility
Moderators are personally responsible for the content they publish. Be mindful that what you publish will be public for a long time— protect your privacy.

Be aware of liability
You are responsible for what you post on social media platforms personally and professionally. Be sure that what you post today will not come back to haunt you.

Maintain transparency
The line between professional and personal business is sometimes blurred. Be thoughtful about content and potential audiences. Be clear that you are sharing your views as a representative of Jefferson County.

Correct mistakes
If you make a mistake, admit it. Be upfront and be quick with your correction. If you are participating in any social media platform, you may choose to modify earlier content—just make it clear that you have done so.

Respect others
You are more likely to achieve your goals or sway others to your view(s) if you are constructive and respectful while discussing a bad experience or disagreeing with a concept or person.

Be a valued member
Make sure you are contributing valuable content. Do not hijack the discussion and redirect by posting self/organizational promoting information. Self-promoting behavior is viewed negatively and can lead to you being banned from platforms or groups.

Think before you post
What you write is ultimately your responsibility. There is no such thing as a "private" social media platform. Search engines can turn up content years after being published. Content can be forwarded or copied. Archival systems save information even if you delete content. If you feel angry or passionate about a subject, it is wise to delay your social media participation until you are calm and clear-headed. Publish only content that you would be comfortable sharing with the general public (current and future peers, employers, etc.).

If it gives you pause, pause.
If you're about to publish something that makes you even the slightest bit uncomfortable, don't shrug and hit "send." Take a minute to review these guidelines and try to figure out what is bothering you, then fix it. If you are still unsure, check with your manager. Ultimately, the decision about what you publish is yours—as is the responsibility. So be sure.

Topic restrictions
Do not post any links or write any content or postings that involve or are related to the following:

- Items involved in litigation or could be in the future
- Nonpublic information of any kind
- Illegal or banned substances and narcotics
- Pornography or other offensive materials
- Defamatory, libelous, offensive or demeaning material.
- argumentative exchanges with members of the public
- personal opinions about posted topics or comments made by members of the public
- Private/personal matters of yourself or others
- Disparaging/threatening comments about or related to anyone
- Personal, sensitive or confidential information of any kind

I acknowledge that I have read and understand the Social Media Policy and Guidelines for Moderators.

Moderator /Backup Moderator Name: _____
Date:_____

Date of Training:_____

Trainers: _____, _____,

_____, _____

Fiscal Note: No fiscal impact.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Administration & Rules Committee 04-19-16

J. Blair Ward: 03-23-16 REVIEWED: Administrator____; Corp. Counsel ____; Finance Director ____

DRAFT

#15

PROCLAMATION

Proclaiming May 19 as Law Enforcement Memorial Day in Jefferson County

WHEREAS, each year Congress and the President of the United States designate May 15th as Peace Officers Memorial Day and the week in which that date falls as National Police Week, and

WHEREAS, the members of the law enforcement agencies of Jefferson County play an essential role in safeguarding the rights and freedoms of the citizens of Jefferson County, and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement officers, and that members of our law enforcement agencies recognize their duty to serve the people by safeguarding life and property, by protecting citizens against violence and disorder, and by protecting the innocent against deception and the weak against oppression, and

WHEREAS, the Jefferson County Board calls upon all citizens of Jefferson County and upon all patriotic, civic and educational organizations to observe the week of May 15-21, 2016, as National Police Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their responsibilities, have rendered dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens, and

WHEREAS, the men and women of our law enforcement community unceasingly provide a vital public service, and

WHEREAS, the Board calls upon all citizens of Jefferson County to observe Thursday, May 19, 2016, as Jefferson County Peace Officers Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty; and let us recognize and pay respect to the survivors of our fallen heroes.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board proclaims May 19, 2016, as Jefferson County Peace Officers Memorial Day.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Administration and Rules Committee 04-19-16

Paul Milbrath: 03-14-16; J. Blair Ward: 03-17-16

REVIEWED: Administrator____; Corp. Counsel ____; Finance Director ____

#16

RESOLUTION NO. 2016-_____

Recommendations on Legislation that Impacts Planning, Zoning and Land Use Laws

Executive Summary

Although opposed by many Wisconsin counties, including Jefferson County, 2015 Wisconsin Act 55 (the biennial budget bill), including the revisions to §59.692, Wis. Stats., was enacted by the state of Wisconsin on July 12, 2015. These revisions to shoreland zoning significantly changed the state's shoreland zoning policy and purpose and were enacted without meaningful public notice, public input or review by and input from local units of government or analysis by the Wisconsin Department of Natural Resources. This resolution requests that the legislature discontinue the practice of fast-tracking piecemeal bills regarding planning, zoning, and land use and instead adopt a systematic review by a group of primary stakeholders of state laws (existing or proposed) that impact planning, zoning and land use, with a concurrent process involving notice and public input opportunities that will ensure thoughtful and deliberate consideration.

WHEREAS, Wisconsin counties have been authorized by state statutes since 1968 to enact and administer general zoning regulations including shoreland zoning regulations in towns choosing to be subject to those regulations, and

WHEREAS, Jefferson County requested by adoption of Resolution 2015-58 on June 23, 2015, that the proposed revisions to § 59.692, Wis. Stats., Zoning of Shorelands, be removed from the biennial budget bill and instead be addressed in stand-alone legislation, and

WHEREAS, this request, although echoed by dozens of other Wisconsin counties, was ignored and 2015 Wisconsin Act 55 (the biennial budget bill), including the revisions to §59.692, Wis. Stats., was enacted by the State of Wisconsin on July 12, 2015, and

WHEREAS, these revisions to shoreland zoning significantly changed the state's shoreland zoning policy and purpose, and were enacted without meaningful public notice, public input or review by and input from local units of government or analysis by the Wisconsin Department of Natural Resources, and

WHEREAS, the manner in which this legislation came about has resulted in a general state of confusion as to interpretation and implementation of the new law resulting in uncertainty as to the implementation, administration and enforcement of shoreland zoning at the county level, and

WHEREAS, State Statutes dictate the process by which counties may revise general zoning and shoreland zoning regulations which typically involves numerous steps and notifications including opportunities for town board and public input, and

WHEREAS, after the enactment of the 2015 Wisconsin Act 55, a number of bills were proposed impacting planning, zoning and land-use at the local level that were introduced one week, and sent to public hearing the next week, offering little or no opportunity for public input or analysis

by state or local regulators of the meaning of the bills or how the proposed laws would interact with existing laws, and

WHEREAS, the development community and property owners typically seek information from county zoning administrators regarding pertinent zoning regulations months before submitting final applications, relying on the zoning administrators to provide accurate information as to the zoning regulations surrounding a project, and

WHEREAS, the changes brought about by the 2015 Wisconsin Act 55 shoreland zoning revisions and the piecemeal bills subsequently introduced and fast-tracked have created a climate of uncertainty and frustration for the development community, property owners and county zoning administrators, all of which contribute to a loss of efficiency and productivity.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors respectfully requests that the legislature discontinue the practice of fast-tracking piecemeal bills regarding planning, zoning, and land use.

BE IT FURTHER RESOLVED that the state legislature adopt a systematic review by a group of primary stakeholders of state laws (existing or proposed) that impact planning, zoning and land use, with a concurrent process involving notice and public input opportunities that will ensure thoughtful and deliberate consideration.

BE IT FURTHER RESOLVED that Jefferson County would welcome the opportunity to participate in discussions and public listening sessions and hearings regarding state shoreland and comprehensive zoning regulations to discuss ways in which each could be improved.

BE IT FURTHER RESOLVED that the County Clerk forward copies of this resolution to Governor Scott Walker, the Secretary of the DNR of the State of Wisconsin and the state legislators for Jefferson County.

Fiscal Note: This resolution has no fiscal impact

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Administration & Rules Committee 04-19-16

J. Blair Ward: 03-21-16 REVIEWED: Administrator____; Corp. Counsel ____; Finance Director ____

#18a

Jefferson County
Clerk of Courts Totals

Date Ran 2/26/2016
Period 12
Year 2015

Business Unit	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
2401 Clerk of Courts	Revenue	(115,643.19)	(116,376.50)	(1,349,164.07)	(1,396,518.00)	47,353.93	(1,396,518.00)	(47,353.93)	96.61%
	Expenditures	112,343.64	116,376.50	1,340,056.87	1,396,518.00	(56,461.13)	1,396,518.00	56,461.13	95.96%
	Other Sources	-	-	-	-	-	-	-	
Total		(3,299.55)	-	(9,107.20)	-	(9,107.20)	-	9,107.20	0.00%
2402 Judicial Support	Revenue	(25,796.75)	(25,838.42)	(309,561.00)	(310,061.00)	500.00	(310,061.00)	(500.00)	99.84%
	Expenditures	28,758.11	25,838.42	281,048.24	310,061.00	(29,012.76)	310,061.00	29,012.76	90.64%
	Other Sources	-	-	-	-	-	-	-	
Total		2,961.36	(0.00)	(28,512.76)	-	(28,512.76)	-	28,512.76	0.00%
2410 Court Reimburse	Revenue	(33,295.98)	(24,208.33)	(281,485.03)	(290,500.00)	9,014.97	(290,500.00)	(9,014.97)	96.90%
	Expenditures	67,098.70	24,208.33	377,989.94	290,500.00	87,489.94	290,500.00	(87,489.94)	130.12%
	Other Sources	-	-	-	-	-	-	-	
Total		33,802.72	0.00	96,504.91	-	96,504.91	-	(96,504.91)	0.00%
2421 Commissioner	Revenue	(24,510.43)	(21,717.25)	(257,699.57)	(260,607.00)	2,907.43	(260,607.00)	(2,907.43)	98.88%
	Expenditures	21,378.12	21,717.25	247,960.44	260,607.00	(12,646.56)	260,607.00	12,646.56	95.15%
	Other Sources	-	-	-	-	-	-	-	
Total		(3,132.31)	(0.00)	(9,739.13)	-	(9,739.13)	-	9,739.13	0.00%
2422 Counseling	Revenue	(15,874.27)	(14,946.33)	(175,481.48)	(179,356.00)	3,874.52	(179,356.00)	(3,874.52)	97.84%
	Expenditures	8,189.24	14,946.33	149,663.16	179,356.00	(29,692.84)	179,356.00	29,692.84	83.44%
	Other Sources	-	-	-	-	-	-	-	
Total		(7,685.03)	(0.00)	(25,818.32)	-	(25,818.32)	-	25,818.32	0.00%
2431 Farm Drainage Board	Revenue	(455.00)	(455.00)	(5,460.00)	(5,460.00)	-	(5,460.00)	-	100.00%
	Expenditures	782.00	455.00	3,771.00	5,460.00	(1,689.00)	5,460.00	1,689.00	69.07%
	Other Sources	-	-	-	-	-	-	-	
Total		327.00	-	(1,689.00)	-	(1,689.00)	-	1,689.00	0.00%
2432 Law Library	Revenue	(686.12)	(686.08)	(8,233.00)	(8,233.00)	-	(8,233.00)	-	100.00%
	Expenditures	1,546.58	686.08	7,951.70	8,233.00	(281.30)	8,233.00	281.30	96.58%
	Other Sources	-	-	-	-	-	-	-	
Total		860.46	(0.00)	(281.30)	-	(281.30)	-	281.30	0.00%
2471 Register in Probate	Revenue	(14,698.40)	(11,791.75)	(149,104.70)	(141,501.00)	(7,603.70)	(141,501.00)	7,603.70	105.37%
	Expenditures	12,893.21	11,791.75	122,393.14	141,501.00	(19,107.86)	141,501.00	19,107.86	86.50%
	Other Sources	-	-	-	-	-	-	-	

Total		(1,805.19)	-	(26,711.56)	-	(26,711.56)	-	26,711.56	0.00%
2472 Probate Indigent	Revenue	(1,772.37)	(3,466.67)	(44,774.67)	(41,600.00)	(3,174.67)	(41,600.00)	3,174.67	107.63%
	Expenditures	23,232.92	3,466.67	47,963.71	41,600.00	6,363.71	41,600.00	(6,363.71)	115.30%
	Other Sources	-	-	-	-	-	-	-	
Total		21,460.55	-	3,189.04	-	3,189.04	-	(3,189.04)	0.00%
Total All Business Units	Revenue	(232,732.51)	(219,486.33)	(2,580,963.52)	(2,633,836.00)	52,872.48	(2,633,836.00)	(52,872.48)	97.99%
	Expenditures	276,222.52	219,486.33	2,578,798.20	2,633,836.00	(55,037.80)	2,633,836.00	55,037.80	97.91%
	Other Sources	-	-	-	-	-	-	-	
Grand Total Clerk of Courts		43,490.01	-	(2,165.32)	-	(2,165.32)	-	2,165.32	

#181

Corporation Counsel
1701

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(27,449.88)	(27,449.92)	(329,399.00)	(329,399.00)	-	(329,399.00)	-	100.00%
421012	ST AID WAGES ALLOCATE	(81.39)	-	(345.91)	-	(345.91)	-	345.91	
Totals		(27,531.27)	(27,449.92)	(329,744.91)	(329,399.00)	(345.91)	(329,399.00)	345.91	100.11%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	12,879.32	15,903.25	162,125.75	190,839.00	(28,713.25)	190,839.00	28,713.25	84.95%
511210	WAGES-REGULAR	2,754.91	4,277.67	44,873.72	51,332.00	(6,458.28)	51,332.00	6,458.28	87.42%
511310	WAGES-SICK LEAVE	-	-	1,053.58	-	1,053.58	-	(1,053.58)	
511320	WAGES-VACATION PAY	1,495.90	-	11,467.91	-	11,467.91	-	(11,467.91)	
511330	WAGES-LONGEVITY PAY	-	19.00	227.50	228.00	(0.50)	228.00	0.50	99.78%
511340	WAGES-HOLIDAY PAY	2,472.46	-	8,712.66	-	8,712.66	-	(8,712.66)	
511350	WAGES-MISCELLANEOUS(COMP	1,690.38	-	4,127.55	-	4,127.55	-	(4,127.55)	
512141	SOCIAL SECURITY	1,591.37	1,535.75	17,527.71	18,429.00	(901.29)	18,429.00	901.29	95.11%
512142	RETIREMENT (EMPLOYER)	1,422.00	1,373.58	15,709.00	16,483.00	(774.00)	16,483.00	774.00	95.30%
512144	HEALTH INSURANCE	4,154.16	2,340.50	41,724.13	28,086.00	13,638.13	28,086.00	(13,638.13)	148.56%
512145	LIFE INSURANCE	8.51	11.75	101.64	141.00	(39.36)	141.00	39.36	72.09%
512150	FSA CONTRIBUTION	-	35.42	675.00	425.00	250.00	425.00	(250.00)	158.82%
512173	DENTAL INSURANCE	165.68	240.00	2,509.66	2,880.00	(370.34)	2,880.00	370.34	87.14%
521212	LEGAL	48.00	33.33	81.00	400.00	(319.00)	400.00	319.00	20.25%
521255	PAPER SERVICE	-	8.33	60.00	100.00	(40.00)	100.00	40.00	60.00%
531298	UNITED PARCEL SERVICE UPS	-	-	18.28	-	18.28	-	(18.28)	
531303	COMPUTER EQUIPMT & SOFTW/	-	83.33	1,868.75	1,000.00	868.75	1,000.00	(868.75)	186.88%
531311	POSTAGE & BOX RENT	91.48	79.17	1,037.62	950.00	87.62	950.00	(87.62)	109.22%
531312	OFFICE SUPPLIES	87.23	75.00	1,065.19	900.00	165.19	900.00	(165.19)	118.35%
531313	PRINTING & DUPLICATING	-	2.92	-	35.00	(35.00)	35.00	35.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	16.67	299.00	200.00	99.00	200.00	(99.00)	149.50%
531323	SUBSCRIPTIONS-TAX & LAW	356.47	340.00	4,192.79	4,080.00	112.79	4,080.00	(112.79)	102.76%
531324	MEMBERSHIP DUES	-	100.00	1,159.50	1,200.00	(40.50)	1,200.00	40.50	96.63%
531326	ADVERTISING	-	-	510.52	-	510.52	-	(510.52)	
531348	EDUCATIONAL SUPPLIES	-	54.17	439.72	650.00	(210.28)	650.00	210.28	67.65%
532325	REGISTRATION	-	41.67	600.00	500.00	100.00	500.00	(100.00)	120.00%
532332	MILEAGE	35.65	25.00	188.60	300.00	(111.40)	300.00	111.40	62.87%
532335	MEALS	-	12.50	25.71	150.00	(124.29)	150.00	124.29	17.14%
532336	LODGING	-	22.50	348.00	270.00	78.00	270.00	(78.00)	128.89%

532339	OTHER TRAVEL & TOLLS	-	-	7.50	-	7.50	-	(7.50)	
533225	TELEPHONE & FAX	13.23	35.42	193.67	425.00	(231.33)	425.00	231.33	45.57%
535242	MAINTAIN MACHINERY & EQUIP	119.70	41.67	915.79	500.00	415.79	500.00	(415.79)	183.16%
571004	IP TELEPHONY ALLOCATION	89.42	45.67	591.79	548.00	43.79	548.00	(43.79)	107.99%
571005	DUPLICATING ALLOCATION	(12.87)	-	-	-	-	-	-	
571009	MIS PC GROUP ALLOCATION	(11.55)	378.50	3,942.03	4,542.00	(599.97)	4,542.00	599.97	86.79%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	20.94	206.50	2,269.52	2,478.00	(208.48)	2,478.00	208.48	91.59%
591519	OTHER INSURANCE	103.43	110.67	1,313.47	1,328.00	(14.53)	1,328.00	14.53	98.91%
Totals		29,575.82	27,449.92	331,964.26	329,399.00	2,565.26	329,399.00	(2,565.26)	100.78%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	
Total Business Unit		2,044.55	0.00	2,219.35	-	2,219.35	-	(2,219.35)	

#18c

County Administrator
81

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(21,367.25)	(21,367.25)	(256,407.00)	(256,407.00)	-	(256,407.00)	-	100.00%
451002	PRIVATE PARTY PHOTOCOPY	-	-	(8.25)	-	(8.25)	-	8.25	
474023	DEPT VEHICLE CHARGES	(61.20)	(20.83)	(648.63)	(250.00)	(398.63)	(250.00)	398.63	259.45%
Totals		(21,428.45)	(21,388.08)	(257,063.88)	(256,657.00)	(406.88)	(256,657.00)	406.88	100.16%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	8,386.54	10,008.92	106,800.39	120,107.00	(13,306.61)	120,107.00	13,306.61	88.92%
511210	WAGES-REGULAR	3,461.78	4,659.75	47,902.35	55,917.00	(8,014.65)	55,917.00	8,014.65	85.67%
511280	WAGES-PREMIUM PAY	-	416.67	5,000.00	5,000.00	-	5,000.00	-	100.00%
511310	WAGES-SICK LEAVE	-	-	1,719.76	-	1,719.76	-	(1,719.76)	
511320	WAGES-VACATION PAY	2,285.24	-	10,681.44	-	10,681.44	-	(10,681.44)	
511330	WAGES-LONGEVITY PAY	-	22.00	263.75	264.00	(0.25)	264.00	0.25	99.91%
511340	WAGES-HOLIDAY PAY	1,580.08	-	6,775.35	-	6,775.35	-	(6,775.35)	
511350	WAGES-MISCELLANEOUS(COMP	-	-	2,751.42	-	2,751.42	-	(2,751.42)	
512141	SOCIAL SECURITY	1,016.82	1,109.08	13,413.80	13,309.00	104.80	13,309.00	(104.80)	100.79%
512142	RETIREMENT (EMPLOYER)	1,049.15	1,032.33	12,349.54	12,388.00	(38.46)	12,388.00	38.46	99.69%
512144	HEALTH INSURANCE	3,326.55	2,923.58	35,233.04	35,083.00	150.04	35,083.00	(150.04)	100.43%
512145	LIFE INSURANCE	2.42	2.42	28.88	29.00	(0.12)	29.00	0.12	99.59%
512150	FSA CONTRIBUTION	-	41.67	500.00	500.00	-	500.00	-	100.00%
512173	DENTAL INSURANCE	117.76	180.00	2,062.12	2,160.00	(97.88)	2,160.00	97.88	95.47%
531298	UNITED PARCEL SERVICE UPS	-	2.50	-	30.00	(30.00)	30.00	30.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	91.67	3,064.80	1,100.00	1,964.80	1,100.00	(1,964.80)	278.62%
531311	POSTAGE & BOX RENT	1.50	2.08	6.26	25.00	(18.74)	25.00	18.74	25.04%
531312	OFFICE SUPPLIES	-	66.67	445.62	800.00	(354.38)	800.00	354.38	55.70%
531313	PRINTING & DUPLICATING	105.23	33.33	683.11	400.00	283.11	400.00	(283.11)	170.78%
531322	SUBSCRIPTIONS	-	16.67	238.69	200.00	38.69	200.00	(38.69)	119.35%
531324	MEMBERSHIP DUES	(1,500.00)	152.08	2,074.75	1,825.00	249.75	1,825.00	(249.75)	113.68%
531351	GAS/DIESEL	80.80	33.33	424.30	400.00	24.30	400.00	(24.30)	106.08%
532325	REGISTRATION	-	43.33	892.00	520.00	372.00	520.00	(372.00)	171.54%
532332	MILEAGE	2.10	12.50	67.91	150.00	(82.09)	150.00	82.09	45.27%
532335	MEALS	-	16.67	76.69	200.00	(123.31)	200.00	123.31	38.35%
532336	LODGING	-	33.33	507.20	400.00	107.20	400.00	(107.20)	126.80%
532339	OTHER TRAVEL & TOLLS	4.00	1.67	18.00	20.00	(2.00)	20.00	2.00	90.00%
533225	TELEPHONE & FAX	20.50	33.33	303.31	400.00	(96.69)	400.00	96.69	75.83%

535352	VEHICLE PARTS & REPAIRS	-	41.67	-	500.00	(500.00)	500.00	500.00	0.00%
571004	IP TELEPHONY ALLOCATION	89.42	45.67	591.79	548.00	43.79	548.00	(43.79)	107.99%
571005	DUPLICATING ALLOCATION	0.67	0.42	5.29	5.00	0.29	5.00	(0.29)	105.80%
571009	MIS PC GROUP ALLOCATION	(19.56)	643.42	6,701.44	7,721.00	(1,019.56)	7,721.00	1,019.56	86.79%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	13.20	129.08	1,418.45	1,549.00	(130.55)	1,549.00	130.55	91.57%
591519	OTHER INSURANCE	82.35	75.58	980.53	907.00	73.53	907.00	(73.53)	108.11%
Totals		20,106.55	21,871.42	263,981.98	262,457.00	1,524.98	262,457.00	(1,524.98)	100.58%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	
Total Business Unit		(1,321.90)	483.33	6,918.10	5,800.00	1,118.10	5,800.00	(1,118.10)	

Treatment Court
87

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
421001	STATE AID	(31,768.00)	(9,333.33)	(112,714.00)	(112,000.00)	(714.00)	(112,000.00)	714.00	100.64%
451020	OTHER FEES	-	(333.33)	-	(4,000.00)	4,000.00	(4,000.00)	(4,000.00)	0.00%
Totals		(31,768.00)	(9,666.67)	(112,714.00)	(116,000.00)	3,286.00	(116,000.00)	(3,286.00)	97.17%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521219	OTHER PROFESSIONAL SERV	17,988.00	9,333.33	107,928.00	112,000.00	(4,072.00)	112,000.00	4,072.00	96.36%
521296	COMPUTER SUPPORT	-	333.33	-	4,000.00	(4,000.00)	4,000.00	4,000.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	-	256.00	-	256.00	-	(256.00)	
531312	OFFICE SUPPLIES	-	-	416.03	-	416.03	-	(416.03)	
531313	PRINTING & DUPLICATING	34.52	-	73.48	-	73.48	-	(73.48)	
571004	IP TELEPHONY ALLOCATION	59.91	-	394.53	-	394.53	-	(394.53)	
571005	DUPLICATING ALLOCATION	9.70	-	9.70	-	9.70	-	(9.70)	
571009	MIS PC GROUP ALLOCATION	(7.11)	-	2,365.22	-	2,365.22	-	(2,365.22)	
571010	MIS SYSTEMS GRP ALLOC(ISIS)	13.20	-	1,418.45	-	1,418.45	-	(1,418.45)	
Totals		18,098.22	9,666.67	112,861.41	116,000.00	(3,138.59)	116,000.00	3,138.59	97.29%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	
Total Business Unit		(13,669.78)	-	147.41	-	147.41	-	(147.41)	

#8d

County Board
11

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(17,726.13)	(17,726.17)	(212,714.00)	(212,714.00)	-	(212,714.00)	-	100.00%
Totals		(17,726.13)	(17,726.17)	(212,714.00)	(212,714.00)	-	(212,714.00)	-	100.00%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	2,090.00	2,145.00	25,300.00	25,740.00	(440.00)	25,740.00	440.00	98.29%
512141	SOCIAL SECURITY	576.45	699.58	7,611.51	8,395.00	(783.49)	8,395.00	783.49	90.67%
514151	PER DIEM	4,330.00	7,000.00	79,665.00	84,000.00	(4,335.00)	84,000.00	4,335.00	94.84%
531303	COMPUTER EQUIPMT & SOFTW/	-	125.00	978.00	1,500.00	(522.00)	1,500.00	522.00	65.20%
531311	POSTAGE & BOX RENT	128.77	83.33	1,025.07	1,000.00	25.07	1,000.00	(25.07)	102.51%
531312	OFFICE SUPPLIES	27.90	125.00	362.45	1,500.00	(1,137.55)	1,500.00	1,137.55	24.16%
531313	PRINTING & DUPLICATING	2,056.31	250.00	3,666.70	3,000.00	666.70	3,000.00	(666.70)	122.22%
531321	PUBLICATION OF LEGAL NOTICE	1,442.94	1,250.00	16,324.71	15,000.00	1,324.71	15,000.00	(1,324.71)	108.83%
531322	SUBSCRIPTIONS	-	71.67	1,209.25	860.00	349.25	860.00	(349.25)	140.61%
531324	MEMBERSHIP DUES	1,500.00	1,250.00	15,958.24	15,000.00	958.24	15,000.00	(958.24)	106.39%
531326	ADVERTISING	-	8.33	-	100.00	(100.00)	100.00	100.00	0.00%
531333	VIDEO SERVICES	-	700.00	2,885.00	8,400.00	(5,515.00)	8,400.00	5,515.00	34.35%
532325	REGISTRATION	-	83.33	409.95	1,000.00	(590.05)	1,000.00	590.05	41.00%
532332	MILEAGE	1,374.33	1,458.33	17,265.82	17,500.00	(234.18)	17,500.00	234.18	98.66%
532335	MEALS	28.05	33.33	393.50	400.00	(6.50)	400.00	6.50	98.38%
532336	LODGING	-	62.50	546.00	750.00	(204.00)	750.00	204.00	72.80%
532339	OTHER TRAVEL & TOLLS	-	1.67	3.75	20.00	(16.25)	20.00	16.25	18.75%
533225	TELEPHONE & FAX	-	16.67	27.84	200.00	(172.16)	200.00	172.16	13.92%
533236	WIRELESS INTERNET	-	40.00	-	480.00	(480.00)	480.00	480.00	0.00%
571004	IP TELEPHONY ALLOCATION	59.91	30.42	394.53	365.00	29.53	365.00	(29.53)	108.09%
571005	DUPLICATING ALLOCATION	(1,498.35)	172.83	402.78	2,074.00	(1,671.22)	2,074.00	1,671.22	19.42%
571009	MIS PC GROUP ALLOCATION	(4.44)	151.42	1,576.81	1,817.00	(240.19)	1,817.00	240.19	86.78%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	193.78	1,954.67	21,482.45	23,456.00	(1,973.55)	23,456.00	1,973.55	91.59%
591519	OTHER INSURANCE	11.25	13.08	143.75	157.00	(13.25)	157.00	13.25	91.56%
Totals		12,316.90	17,726.17	197,633.11	212,714.00	(15,080.89)	212,714.00	15,080.89	92.91%

Other Financing Sources (Uses)

		Current Period	Current Period	YTD	YTD	Prorated	Total	Annual	Percentage

Acct Number	Description	Actual	Budget	Actual	Budget	Variance	Budget	Remaining	Of Budget
Totals		-	-	-	-	-	-	-	
Total Business Unit		(5,409.23)	-	(15,080.89)	-	(15,080.89)	-	15,080.89	

County Board
12 Board Indirect

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(15,531.13)	(15,531.17)	(186,374.00)	(186,374.00)	-	(186,374.00)	-	100.00%
Totals		(15,531.13)	(15,531.17)	(186,374.00)	(186,374.00)	-	(186,374.00)	-	100.00%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
531313	PRINTING & DUPLICATING	-	25.00	-	300.00	(300.00)	300.00	300.00	0.00%
531326	ADVERTISING	-	8.33	-	100.00	(100.00)	100.00	100.00	0.00%
593405	JCEDC	-	6,997.83	83,974.00	83,974.00	-	83,974.00	-	100.00%
593409	LITERACY COUNCIL DONATION	-	1,333.33	16,000.00	16,000.00	-	16,000.00	-	100.00%
593410	FREE CLINIC DONATION	-	4,166.67	50,000.00	50,000.00	-	50,000.00	-	100.00%
593412	TOURISM DONATION	-	375.00	4,500.00	4,500.00	-	4,500.00	-	100.00%
593413	RAILROAD CONSORTIUM DONAT	-	1,166.67	14,000.00	14,000.00	-	14,000.00	-	100.00%
593414	DENTAL CLINIC	-	625.00	7,500.00	7,500.00	-	7,500.00	-	100.00%
593415	COMMUNITY CARE CLINIC	-	833.33	10,000.00	10,000.00	-	10,000.00	-	100.00%
Totals		-	15,531.17	185,974.00	186,374.00	(400.00)	186,374.00	400.00	99.79%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	
Total Business Unit		(15,531.13)	0.00	(400.00)	-	(400.00)	-	400.00	

County Board
13 Farmland Preservation

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	

Total Business Unit		-	-	-	-	-	-	-	

County Board
Historical Preservation

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451029	SALE OF MISC ITEMS	-	-	(60.00)	-	(60.00)	-	60.00	
485250	PUBLISHING ROYALTIES	(107.90)	-	(107.90)	-	(107.90)	-	107.90	
Totals		(107.90)	-	(167.90)	-	(167.90)	-	167.90	

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521219	OTHER PROFESSIONAL SERV	425.49	-	3,637.40	-	3,637.40	-	(3,637.40)	
531311	POSTAGE & BOX RENT	-	-	207.17	-	207.17	-	(207.17)	
531313	PRINTING & DUPLICATING	-	-	259.38	-	259.38	-	(259.38)	
531324	MEMBERSHIP DUES	-	-	40.00	-	40.00	-	(40.00)	
571005	DUPLICATING ALLOCATION	(300.36)	-	34.26	-	34.26	-	(34.26)	
594950	OPERATING RESERVE	-	275.73	-	3,308.74	(3,308.74)	3,308.74	3,308.74	0.00%
Totals		125.13	275.73	4,178.21	3,308.74	869.47	3,308.74	(869.47)	126.28%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	
Total Business Unit		17.23	275.73	4,010.31	3,308.74	701.57	3,308.74	(701.57)	

#18e

Register of Deeds
1001

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	18,444.88	18,444.92	221,339.00	221,339.00	-	221,339.00	-	100.00%
412300	RE TRANSFER FEES COUNTY POR	(15,958.44)	(11,666.67)	(192,093.36)	(140,000.00)	(52,093.36)	(140,000.00)	52,093.36	137.21%
451301	RE RECORDING/FILING FEES	(18,665.00)	(15,625.00)	(200,595.00)	(187,500.00)	(13,095.00)	(187,500.00)	13,095.00	106.98%
451303	COPY FEES COUNTY PORTION	(7,139.70)	(6,250.00)	(74,094.95)	(75,000.00)	905.05	(75,000.00)	(905.05)	98.79%
451307	DOCUMENT REVIEW FEES	(50.00)	(4.17)	(200.00)	(50.00)	(150.00)	(50.00)	150.00	400.00%
451309	BIRTH FUNDS COUNTY PORTION	(593.00)	(875.00)	(8,748.00)	(10,500.00)	1,752.00	(10,500.00)	(1,752.00)	83.31%
451310	MARRIAGE FUND COUNTY PORT	(472.00)	(541.67)	(7,423.00)	(6,500.00)	(923.00)	(6,500.00)	923.00	114.20%
451311	DEATH FUND COUNTY PORTION	(1,833.00)	(1,666.67)	(24,055.00)	(20,000.00)	(4,055.00)	(20,000.00)	4,055.00	120.28%
451314	DOMESTIC TERM CTY PORTION	-	-	(14.00)	-	(14.00)	-	14.00	
474016	DEPT RECORDING FEES	-	(5.00)	-	(60.00)	60.00	(60.00)	(60.00)	0.00%
Totals		(26,266.26)	(18,189.25)	(285,884.31)	(218,271.00)	(67,613.31)	(218,271.00)	67,613.31	130.98%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	5,494.64	5,167.08	62,252.88	62,005.00	247.88	62,005.00	(247.88)	100.40%
511210	WAGES-REGULAR	4,875.91	9,654.50	79,353.85	115,854.00	(36,500.15)	115,854.00	36,500.15	68.49%
511220	WAGES-OVERTIME	11.41	-	58.24	-	58.24	-	(58.24)	
511240	WAGES-TEMPORARY	1,322.15	-	7,264.82	-	7,264.82	-	(7,264.82)	
511310	WAGES-SICK LEAVE	198.80	-	13,799.38	-	13,799.38	-	(13,799.38)	
511320	WAGES-VACATION PAY	690.92	-	11,194.46	-	11,194.46	-	(11,194.46)	
511330	WAGES-LONGEVITY PAY	-	62.50	593.75	750.00	(156.25)	750.00	156.25	79.17%
511340	WAGES-HOLIDAY PAY	702.14	-	3,460.42	-	3,460.42	-	(3,460.42)	
511350	WAGES-MISCELLANEOUS(COMP	-	-	442.02	-	442.02	-	(442.02)	
511380	WAGES-BEREAVEMENT	-	-	477.12	-	477.12	-	(477.12)	
512141	SOCIAL SECURITY	983.03	1,122.17	13,149.50	13,466.00	(316.50)	13,466.00	316.50	97.65%
512142	RETIREMENT (EMPLOYER)	818.97	1,058.58	10,976.71	12,703.00	(1,726.29)	12,703.00	1,726.29	86.41%
512144	HEALTH INSURANCE	6,000.17	4,835.08	49,237.92	58,021.00	(8,783.08)	58,021.00	8,783.08	84.86%
512145	LIFE INSURANCE	7.29	11.33	107.91	136.00	(28.09)	136.00	28.09	79.35%
512150	FSA CONTRIBUTION	-	72.92	875.00	875.00	-	875.00	-	100.00%
512173	DENTAL INSURANCE	149.76	360.00	3,580.47	4,320.00	(739.53)	4,320.00	739.53	82.88%
531311	POSTAGE & BOX RENT	371.08	333.33	4,814.58	4,000.00	814.58	4,000.00	(814.58)	120.36%
531312	OFFICE SUPPLIES	120.93	250.00	3,799.25	3,000.00	799.25	3,000.00	(799.25)	126.64%
531313	PRINTING & DUPLICATING	55.55	12.50	123.44	150.00	(26.56)	150.00	26.56	82.29%
531324	MEMBERSHIP DUES	-	8.33	100.00	100.00	-	100.00	-	100.00%
531326	ADVERTISING	-	-	22.40	-	22.40	-	(22.40)	

532325	REGISTRATION	-	152.08	1,520.00	1,825.00	(305.00)	1,825.00	305.00	83.29%
532332	MILEAGE	-	45.83	219.87	550.00	(330.13)	550.00	330.13	39.98%
532336	LODGING	-	46.00	705.00	552.00	153.00	552.00	(153.00)	127.72%
532339	OTHER TRAVEL & TOLLS	-	-	10.00	-	10.00	-	(10.00)	
533225	TELEPHONE & FAX	10.38	25.00	206.65	300.00	(93.35)	300.00	93.35	68.88%
535242	MAINTAIN MACHINERY & EQUIP	-	35.33	461.97	424.00	37.97	424.00	(37.97)	108.96%
571004	IP TELEPHONY ALLOCATION	149.44	76.08	986.32	913.00	73.32	913.00	(73.32)	108.03%
571005	DUPLICATING ALLOCATION	(62.57)	7.17	16.30	86.00	(69.70)	86.00	69.70	18.95%
571009	MIS PC GROUP ALLOCATION	(30.23)	984.08	10,249.27	11,809.00	(1,559.73)	11,809.00	1,559.73	86.79%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	25.48	258.17	2,836.90	3,098.00	(261.10)	3,098.00	261.10	91.57%
591519	OTHER INSURANCE	79.56	74.67	951.11	896.00	55.11	896.00	(55.11)	106.15%
Totals		21,974.81	24,652.75	283,847.51	295,833.00	(11,985.49)	295,833.00	11,985.49	95.95%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
611101	TRANSFER TO/FROM GENERAL	-	(6,463.50)	(77,562.00)	(77,562.00)	-	(77,562.00)	-	100.00%
Totals		-	(6,463.50)	(77,562.00)	(77,562.00)	-	(77,562.00)	-	100.00%
Total Business Unit		(4,291.45)	(0.00)	(79,598.80)	-	(79,598.80)	-	79,598.80	

Register of Deeds
1002 Redaction Fees

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521295	DATA CONVERSION	-	10,414.29	-	124,971.52	(124,971.52)	124,971.52	124,971.52	0.00%
521296	COMPUTER SUPPORT	-	416.67	-	5,000.00	(5,000.00)	5,000.00	5,000.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	833.33	-	10,000.00	(10,000.00)	10,000.00	10,000.00	0.00%
Totals		-	11,664.29	-	139,971.52	(139,971.52)	139,971.52	139,971.52	0.00%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
611101	TRANSFER TO/FROM GENERAL	-	6,463.50	77,562.00	77,562.00	-	77,562.00	-	100.00%
Totals		-	6,463.50	77,562.00	77,562.00	-	77,562.00	-	100.00%
Total Business Unit		-	18,127.79	77,562.00	217,533.52	(139,971.52)	217,533.52	139,971.52	