

Finance Committee

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CHARTER
FINANCE DEPARTMENT

2022

The Finance Department is responsible for the administrative and technical work required in the management of the fiscal affairs of the County as well as central duplicating and Courthouse mailroom functions. The department is divided into three main functional units:

Accounting:

The accounting unit maintains all of the financial records of the County per generally accepted accounting principles and per County, State and Federal directives.

- a. Provides general accounting functions such as maintaining the county-wide general ledger, processing accounts payable, maintaining the accounts receivable system and reconciling the balance sheet accounts.
- b. Provides the County Administrator, County departments and the County Board with technical analytical assistance on financial matters.
- c. Develops and recommends long-range fiscal programs and financial systems.
- d. Establishes and maintains a continuing program of financial improvement within the County, including the review of daily clerical procedures, forms and information flow to improve coordination and speed of County financial processes.
- e. Assists the County Administrator, County departments and the County Board with the preparation and monitoring of the County budget.
- f. Coordinates the activities of the independent auditors, internal audits and other financial review bodies.
- g. Assists the County's financial advisors in financial reporting needed for debt issuance, including continuing dialog with the County's rating agencies.
- h. In conjunction with the Finance Committee and the County Treasurer, manages the investment of County funds.

Payroll:

The payroll unit coordinates and manages the County's payroll operation and its related functions in accordance with the County Personnel Ordinance, labor contracts, and Federal and State laws.

- a. Inputs payroll data in a timely basis to ensure employees are paid as scheduled.
- b. Maintains accurate records to support payments for Federal and State withholding taxes, Wisconsin Retirement System, insurance benefits and other authorized payroll deductions.
- c. Files timely, accurate reports as required by Federal, State or local law, rules and regulations.
- d. Prepares and distributes payroll reports and reporting forms to County departments and others on an as needed basis.
- e. Assists employees with payroll processes and concerns.

Purchasing:

The purchasing unit provides purchasing services under guidelines adopted by the County Board.

- a. Oversees the County's purchasing operation, including monitoring decentralized purchasing.
- b. Reviews the Purchasing Ordinance and Purchasing Policies and Procedures Manual for potential modifications.
- c. Standardizes county bidding and purchasing procedures and evaluates quality of items purchased.
- d. Maintains bid specifications and other purchasing information on the county's website.
- e. Oversees the disposal of County surplus through a County auction or other approved means.
- f. Oversees Courthouse mailroom functions.
- g. Oversees the County's central duplication operation.

PERSONNEL SUMMARY

FINANCE DEPARTMENT

PERSONNEL - FULL TIME EQUIVALENT

TITLE	2021 CURRENT	2022 ADMIN REC	INCREASE/ (DECREASE)
Finance Director	1.0	1.0	0.0
Assistant Finance Director	1.0	1.0	0.0
Application Support Specialist	1.0	1.0	0.0
Purchasing Manager	1.0	1.0	0.0
Purchasing Specialist	1.0	1.0	0.0
Payroll Manager	1.0	1.0	0.0
Payroll Specialist	1.8	1.8	0.0
Printing Services Coordinator	0.7	0.7	0.0
Accountant (Unilateral)	1.0	1.0	0.0
Accountant (2489)	1.0	1.0	0.0
Account Clerk III	1.0	1.0	0.0
Administrative Assistant	1.0	1.0	0.0
Total	12.5	12.5	0.0

TYPE OF REQUEST	ORIGINAL POSITION / FROM	NEW POSITION / TO	DEPT REQ	ADMIN REC
Reclassification	Payroll Specialist (PR 10 A, Unilateral)	Lead Payroll Specialist (PR 12 A, Unilateral)	1.0	0.0

FINANCIAL SUMMARY

FINANCE DEPARTMENT

2022

<u>REVENUES</u>	<u>DEPARTMENT REQUEST</u>	<u>ADMINISTRATOR'S RECOMMENDATION</u>
Federal/State	\$0	\$0
Intergovernmental	0	0
Contributions	0	0
Fund Balance Applied	0	0
Transfers In	0	0
Deferred Financing	0	0
Sales Tax	0	20,000
Fees/ Other	3,200	3,200
Total Revenues	<hr/> \$3,200	<hr/> \$23,200
<u>EXPENDITURES</u>	<u>DEPARTMENT REQUEST</u>	<u>ADMINISTRATOR'S RECOMMENDATION</u>
Salaries	\$792,887	\$791,801
Fringe Benefits	322,859	322,705
Operational	76,929	96,929
Capital Outlay	4,400	4,400
Allocation of Services	(123,166)	(123,166)
Total Expenditures	<hr/> \$1,073,909	<hr/> \$1,092,669
<u>PROPERTY TAX LEVY</u>	\$1,070,709	\$1,069,469

ADMINISTRATOR'S COMMENTS

FINANCE DEPARTMENT

2022

Budget Highlights

Revenue

- The department is budgeting \$20,000 in sales tax revenue for a third-party to conduct an organizational review.

Expenditures

- Contracted Services is budgeted at \$20,000 to conduct an organizational review of the department's operations. In recent years, the department has taken on additional duties, including Rock Haven payroll and oversight of Public Works accounting staff. In addition, the County's contracted auditors have recommended that additional resources should be dedicated to the preparation of the County's financial statements to help address issues related to internal controls, general ledger misstatements, and timeliness. A third-party review of the department's organizational structure and responsibilities could result in improved efficiency and better outcomes.
- Computer Supplies will increase by \$1,000 or 50.0% due to increased costs of check printing supplies.
- Other Computer Hardware is budgeted in 2022 at \$4,400 due to the check printers needing to be replaced.
- The department contains several cost allocations that total \$103,166 in 2022, a \$27,208 or 20.9% decrease from the prior year, and include:
 - Dog License Fund and Health Insurance Fund accounting duties (\$12,000)
 - Rock Haven payroll functions (\$55,741)
 - Human Services Department payroll functions (\$35,425)

- The department currently shares a 0.5 FTE Purchasing Specialist position with the Facilities Management Department. However, the 2022 budget includes a recommendation to create a 1.0 FTE Administrative Assistant in Facilities Management to perform these responsibilities, which is the primary reason for the overall decrease in cost allocations (and the increase in tax levy needed).

Personnel

- The department is requesting a reclassification of a 1.0 FTE Payroll Specialist (PR 10 A, Unilateral) to Lead Payroll Specialist (PR 12 A, Unilateral) at a cost of \$1,240. This is not recommended due to the wage study that is being recommended.

Summary

- The Finance Department's recommended tax levy is \$1,069,469, an increase of \$58,578 or 5.8% over the prior year.

CHARTER

ROCK COUNTY INFORMATION TECHNOLOGY (ROCK-IT) DEPARTMENT

2022

OBJECTIVES AND STANDARDS

1. General Information Technology

It is Rock-IT's responsibility to deliver and support responsive, top-quality, secure, and cost-effective Information Technology (IT) services to meet the needs of all Rock County governmental operations. Our strategic goal is to align technology initiatives with the needs and missions of our Rock County partners. These initiatives include business process-related, computer-related, network-related, and telecommunications-related activities. Rock-IT manages multiple types of computers, operating systems, and application software, supporting over 1400 system users at multiple locations and multiple agencies. Additionally, Rock-IT support countywide public safety systems and the associated public safety agencies throughout the County that need to connect to and use County systems. Rock-IT strives to develop a close partnership with each county partner or agency in order to provide clear communications and assistance when information technology issues need to be addressed.

Our Mission:

Rock-IT develops innovative IT Services, IT Infrastructure, and Data Solutions for the data processing, hosting and management needs of our Rock County partners.

Our Vision:

We foster collaborative relationships with our Rock County partners to provide innovative technology services and solutions in support of Rock County operations.

Our Guiding Principles:

Culture of Respect

We cultivate an empathetic caring environment with honest communication that is respectful of others.

Commitment to Excellence

We are accessible, reliable, creative, and accountable for our actions through personal responsibility, integrity, and thoughtful resource stewardship.

Customer Focused

We meet our customers' needs through engaged listening with an innovative focus to design and deliver shared, scalable, flexible IT services that enable our partners to innovate.

Empowerment

We encourage our staff to take initiative with our partners in a supportive and collaborative environment.

Continuous Improvement

We strive to review our strengths and weaknesses in an attempt to identify opportunities.

Security Focused

We acknowledge our role as stewards of data, applying industry best practices, appropriate controls, and resources.

Life & Work Balance

We take pride in our actions and find reward in both our personal and professional lives.

Professional Growth

We foster an environment of continuous learning.

The primary divisions of the IT Department include:

- **IT Service Team**

The IT Service Team provides first tier support for all County users who are confronted with problems that prevent the user from performing their system-related job duties. Such incidents range from password resets to general errors that may result from faulty software or hardware. The goal for the IT Services Team is to resolve 80 percent of the issues during the initial call. However, if needed, the IT Services Team directs the call to the most appropriate resource within the IT department, depending on the nature of the problem.

Additional responsibilities of the IT Service Team include activities that directly help the County's end users get the most value from investments in end-point devices. These end-point devices include desktop PCs, laptops, tablets, smartphones,

printers, scanners, cameras, or other hardware peripherals. Furthermore, the IT Service Team is responsible for the entire life-cycle of such devices from the point of installation to the point of decommissioning and recycling.

Moreover, the IT Service Team installs and updates desktop software that includes both enterprise-wide applications (such as Microsoft Office and email) and department-specific applications. Finally, the IT Service Team conducts IT orientation for all new employees and conducts appropriate training sessions designed to help County users get the most out of hardware and software investments.

Lastly, the IT Service Team, in tandem with the IT Infrastructure Team, provides direct support for all systems and networks used by the County's 911 Communications Center, the Sheriff's Office, and the law enforcement, fire, and emergency medical service agencies that use essential systems and networks as shared services. Among the most notable countywide shared applications supported by this staff include the 911 Computer-aided Dispatch, Law Records, Mobile Data, and Mobile Network systems. Additionally, the team lends expertise whenever possible to support the public safety agencies in all the municipalities within Rock County. Furthermore, the team also provides dedicated on-site user and systems support for both the 911 Communications Center and the Sheriff's Office.

- **IT Infrastructure Team**

The IT Infrastructure Team is responsible for managing both the wired and wireless network infrastructure at all County facilities for both data and voice communications. An essential duty performed by the IT Infrastructure Team is to administer security-related hardware and software components that are used to keep the County's systems safe from malware, email spam, ransomware, data theft, and intrusion attempts.

In addition to managing the County's network cabling, routers, switches, leased communications circuits, and wireless access points, the IT Infrastructure Team manages the installation and configuration of the data center server, data storage, and backup systems.

Moreover, The IT Infrastructure Team manages and administers the County's extensive IP-based PBX phone system network and the telephone sets used by all County departments. Related duties include installing new and replacement telephone sets and working with the County's telephone system support provider and the County's phone-related telephone circuit providers, including long distance service. The IT Infrastructure Team works with departments to develop plans for transitioning from older legacy phones to the new IP phone environment. IT Infrastructure Team also work with their State of WI counterparts in order to make sure that the County's call center functions well with State systems.

- **IT Data Services Team**

The IT Data Services Team is responsible for coordinating, implementing and in some cases developing applications that are used by County departments for conducting their respective business functions. Whenever possible and practicable, the County favors purchasing off-the-shelf application software. However, in cases where such software does not exist or does not meet the business requirements, the IT Data Services team develops software solutions.

Additionally, the IT Data Services team develops integration solutions that bring together purchased component applications into one system and ensures the components function together as a whole. The team also performs the administration of major purchased software such as the County's Financial, HR/Payroll, GIS, Document Imaging, Human Services, Nursing Home, and Mobility Transportation systems. Among the more visible duties of the team is the management and administration of the County's public website and the County's Employee Information Intranet.

- **IT Operations Support Team**

The IT Operations Support team provides strategic systems planning and prioritization help for all County departments, including aiding with the development of technology-related budget requests for County partners. The team acts as the systems procurement agent and manages technology vendor relationships. The staff also maintains department-wide records and coordinates projects that span the various disciplines that make up the respective domains of all IT departmental divisions.

Furthermore, the IT Operations Support team provides project management and cyber security expertise to ongoing IT operations. The project manager leads and manages the portfolio of internal and external projects across the IT enterprise. Finally, the IT Cyber Security Officer leads the overall IT cyber security program for Rock County.

PERSONNEL SUMMARY

INFORMATION TECHNOLOGY

PERSONNEL - FULL TIME EQUIVALENT

TITLE	2021 CURRENT	2022 ADMIN REC	INCREASE/ (DECREASE)
Information Technology Director	1.0	1.0	0.0
IT Deputy Director	1.0	1.0	0.0
Business Manager	1.0	1.0	0.0
IT Infrastructure Services Manager	1.0	1.0	0.0
IT Customer Service Manager	1.0	1.0	0.0
IT Project Manager	1.0	1.0	0.0
Systems Analyst	1.0	1.0	0.0
Security Officer	1.0	1.0	0.0
User Support Specialist	8.0	9.0	1.0
Computer Programmer/Analyst II	2.0	2.0	0.0
Network Support Administrator	2.0	2.0	0.0
Cloud Services Coordinator	1.0	1.0	0.0
Data Services Manager	1.0	1.0	0.0
Data Solutions Architect	1.0	1.0	0.0
Network Technician	5.0	5.0	0.0
Public Safety Systems Coordinator	1.0	1.0	0.0
Enterprise Desktop Administrator	1.0	1.0	0.0
Information Technology Support Specialist	1.0	1.0	0.0
Total	31.0	32.0	1.0

PERSONNEL MODIFICATIONS

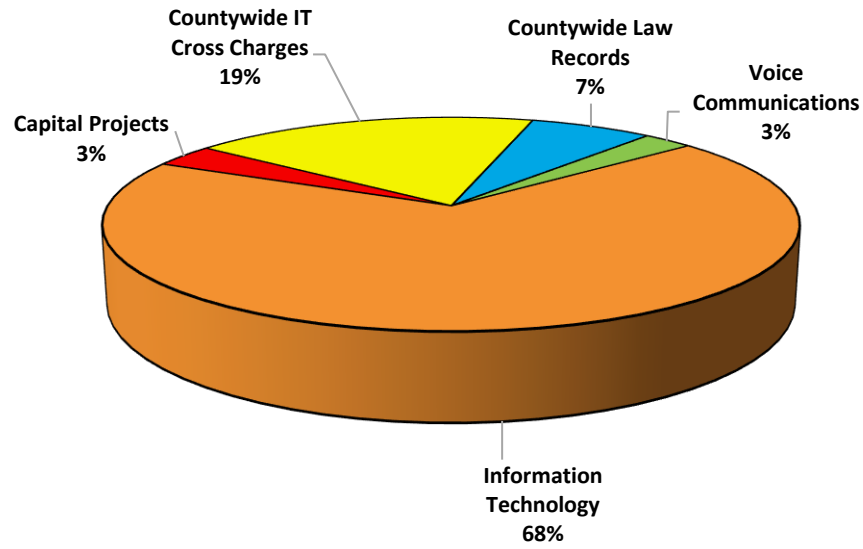
TYPE OF REQUEST	ORIGINAL POSITION / FROM	NEW POSITION / TO	DEPT REQ	ADMIN REC
New Position		User Support Specialist (PR 18 C Unilateral)	2.0	1.0

FINANCIAL SUMMARY
INFORMATION TECHNOLOGY
2022

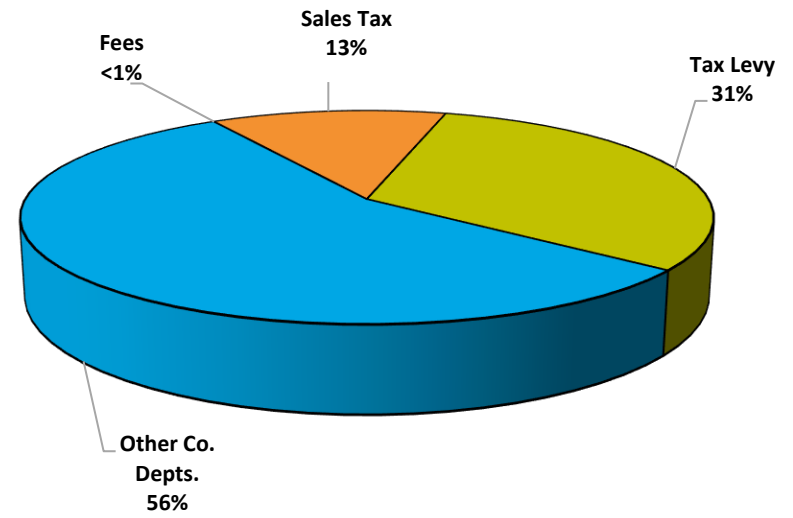
<u>REVENUES</u>	DEPARTMENT <u>REQUEST</u>	ADMINISTRATOR'S <u>RECOMMENDATION</u>
Federal/State	\$0	\$0
Intergovernmental	5,176,558	5,176,558
Contributions	0	0
Fund Balance Applied	0	0
Transfers In	0	0
Deferred Financing	0	0
Sales Tax	0	1,196,692
Fees/ Other	1,600	1,600
Total Revenues	\$5,178,158	\$6,374,850
<u>EXPENDITURES</u>	DEPARTMENT <u>REQUEST</u>	ADMINISTRATOR'S <u>RECOMMENDATION</u>
Salaries	\$2,664,270	\$2,609,230
Fringe Benefits	934,462	909,813
Operational	4,989,387	4,918,621
Capital Outlay	1,518,524	1,663,524
Allocation of Services	0	(833,662)
Total Expenditures	\$10,106,643	\$9,267,526
<u>PROPERTY TAX LEVY</u>	\$4,928,485	\$2,892,676

2022 BUDGET INFORMATION TECHNOLOGY

EXPENDITURES BY PROGRAM



REVENUES BY SOURCE



ADMINISTRATOR'S COMMENTS

INFORMATION TECHNOLOGY

2022

Budget Highlights

Rock County has made a significant investment in IT staffing, equipment, and infrastructure over the past several years, and Rock-IT continues to implement the plans developed through third-party reviews that began in 2018. The COVID-19 pandemic has further shifted the strategic direction of Rock-IT, which in 2022 will strategically focus on cybersecurity, consolidation and automation of processes, disaster recovery, and supporting a mobile workforce. Rock-IT will continue to address an increased user support workload that began during the pandemic, support planning for large building projects, and plan for the move into its own new space connected to the 911 Communications Center.

Revenue

- Rock-IT collects revenue from other County departments, based on the number of computers assigned, to fund services. In 2022, \$2,953,240 is budgeted, an increase of \$76,760, due to an increase in the number of computers in service.
- In the Phone Operations account, revenue is collected from other county departments to operate and maintain the telephone system. This revenue is budgeted at \$252,351, an increase of \$65,263.
- Because the IT budget is an internal service fund, unspent funds from year to year accumulate in the department's fund balance, which may only be used for IT purposes. Over the past several years, funds have been appropriated from this working capital fund balance for one-time purchases, which were intended to spend these accumulated amounts down to be within the range established by the Finance Committee. This fund balance is now within the policy range, and no funds are recommended to be spent from the fund balance in 2022.

Expenditures

- The following one-time and capital projects totaling \$1,196,692 are recommended to be funded by sales tax:
 - Videoconferencing equipment for the court system (\$491,000)—Several years ago, some court rooms were equipped with videoconferencing equipment that allows for more sophisticated and secure remote access to court hearings, such as for the mental health institutes. The judges have requested that the remaining court rooms be similarly equipped in 2022.
 - Cisco Hyperflex (\$161,000)—This will be the second Hyperflex the County purchases. In addition to providing additional server storage, it will serve in a disaster recovery role as a backup to the Hyperflex system the County has previously implemented. Located off-site from the IT data center and via a separate connection, it will ensure that some of the County’s critical IT systems can continue to operate if business continuity is threatened. This will also help make the move to the new IT data center smoother.
 - 2.0 FTE contracted support positions (\$150,000)—In 2021, Rock-IT contracted for 2.0 FTE contractors, largely to assist with deployment of laptops under the County’s strategy for supporting a mobile workforce. In 2022, the plan is to continue to use two contractors, but to add duties related to basic help desk and user support functions in addition to supporting laptop deployment. Since the beginning of the pandemic, service calls to Rock-IT have continued to average about 180% above pre-pandemic levels, requiring additional support to keep up. In addition, 2022 will mark another significant year of laptop deployment to implement the mobile workforce strategy. Contractors are recommended rather than permanent staff in consideration of whether support needs will return to lower levels by 2023.
 - County Board Room Audio/Visual System (\$145,000)—As the needs for audio-visual services in the County Board room continue to evolve, this project will implement a more streamlined camera and session-management software that will allow streaming and remote access to meetings.
 - Wireless access points (\$89,000)—Additional wireless access points will support increased Wi-Fi coverage in County facilities. Need will be identified through a separate mapping project.
 - Router switches for the new data center (\$60,000)

- Consulting for Human Resources system data migration and report writing (\$40,000)—A long-planned transition of the County’s Human Resources and payroll system is expected to occur in 2022, and consulting services are needed to migrate data from the old Oracle Discoverer system to the new system and develop report-writing functionality.
 - Survey mapping of Wi-Fi coverage (\$20,000)—This project will identify areas in County buildings where Wi-Fi coverage is limited, other than the Dr. Daniel Hale Williams Rock County Resource Center, which was completed during construction. This will support installation of wireless access points, which are separately budgeted. With an increasingly mobile and laptop-driven workforce, ensuring robust Wi-Fi coverage is essential for efficient operations.
 - Consulting for data center relocation (\$20,000)—The construction of the new IT data center and offices is expected to be completed in 2022, and consulting is needed to ensure the relocation of the data center from the Health Care Center is done without disruption to IT services.
 - Bomgar license purchases (\$12,000)—Bomgar provides secure access for third-party vendors to remote into County systems and support assistance for IT staff. Additional licenses are required.
 - Network phone assessment (\$4,500)—This assessment will provide a roadmap for the future direction of telephone services, including such things as whether County phones should be transitioned to Voice over Internet Protocol (VOIP).
 - Citrix move to VLAN (\$4,192)—This is the one-time cost to move Citrix, which is how County staff currently remotely access County software, to a County virtual local area network (VLAN).
- The following one-time and capital projects totaling \$833,662 are recommended to be funded through the County’s American Rescue Plan Act (ARPA) allocation. I am recommending these be funded through ARPA’s lost revenue provision, which allows expenditures for general government operations. ARPA specifically notes that the “modernization of cyber security, including hardware, software and protection of critical infrastructure” is an appropriate use of these funds. In addition, the expenditures below include costs for migration to the cloud, disaster recovery and planning, and supporting a remote workforce, which have benefits related to cybersecurity and emergency planning.
 - Laptop purchase and replacement (\$390,707)—The transition to laptops for County employees began during the pandemic as part of the County’s remote work strategy. This continues in 2022 with another significant purchase and deployment of equipment that will allow County staff to be flexible in working in their own office, from remote work

locations, or collaboratively in shared workspaces. Most notably, in conjunction with efforts to move County services to the cloud, this will support business continuity efforts as staff will be able to access the County's network via the Internet remotely in emergency situations.

- 1.0 FTE contracted Microsoft Certified Systems Engineer (MCSE) position (\$150,000)—As identified through many of Rock-IT's budget initiatives, the migration of IT systems to the cloud is a key strategic step to supporting a remote workforce, ensuring business continuity and disaster recovery, and securing County IT assets. In particular, the move of Microsoft systems is key to this strategy, and consolidating on Microsoft platforms will also save money. These moves require a level of expertise current staff do not have. Bringing an MCSE on to the staff as a contractor will be cost effective and provide an in-house resource for the significant level of technical coordination that will be required.
- Migration to Microsoft Azure in the cloud (\$135,000)—The plan in 2022 will be to migrate the remainder of the County's Microsoft services to the cloud in a product called Azure. This is the vendor-hosted platform that will allow access to Microsoft's productivity suite via the Internet and is a necessary step in conjunction with many of the other cloud-related projects planned for 2022. Third-party services are necessary to assist and provide guidance to this complex and highly technical transition.
- IT Closet and PBX room entry logging (\$63,555)—This system will utilize and leverage the County's current card access system to track and log access to IT infrastructure.
- Disaster recovery plan development (\$55,000)—In 2021, Rock-IT contracted with a third party to evaluate the County's disaster recovery needs. In 2022, the goal is to develop a disaster recovery plan based on the needs identified.
- Secure code review (\$15,000)—This project will review the code underlying the County's software systems to ensure that there are no security gaps.
- Two-factor authentication hardware (\$14,400)—This represents the capital and one-time implementation costs of implementing two-factor authentication for access to County computers (ongoing costs are noted below). This will require users to receive and enter a code from their County cell phone or a fob, in addition to their password, for logging into the network at certain times. This level of security is increasingly required to limit cybersecurity liability.

- Network health and security remediation (\$10,000)—Funds are recommended to be set aside to address any network issues identified during third-party server security reviews being implemented.
- Operational costs of note funded through the tax levy include:
 - Two-factor authentication (\$93,600)—This represents the annual, ongoing costs for implementing two-factor authentication, as noted above.
 - Quarterly server health and security reviews (\$10,750)—As identified in the Baker Tilly reviews, Rock-IT will contract with a third party to conduct testing on the County’s servers to identify performance and security concerns.
 - Password manager (\$4,000)—This program will provide for better protection, rotation, and management of enterprise-wide administrative passwords that allow broad access to IT systems.
- I have made a few minor reductions to operational accounts and am not recommending the following two purchases.
 - Laserfiche contract review system upgrades (\$34,913)—Laserfiche is the current software system through which County contracts are reviewed and maintained. Staff involved have expressed frustration with the functionality of Laserfiche, including a lack of notifications when contracts are ready to be moved through the process by the various actors. While this upgrade is intended to resolve that issue, given competing priorities in the budget I cannot justify it for the cost.
 - NeoGov Perform Module (\$23,503)—In 2019, Human Resources conducted a survey of County staff regarding improvements to the County’s performance evaluation system. At that time, it was decided to wait to make substantive changes until the NeoGov Human Resources information system was upgraded to include a module for electronic performance evaluations. This project has been delayed multiple times, and is now expected to be implemented in 2022. However, given the track record of the project, I am not confident implementation will be sufficiently completed for this add-on module to be implemented in 2022. This module and the performance evaluation system in general will have to be reevaluated in 2022.

Personnel

- Rock-IT has requested 2.0 FTE User Support Specialists (PR 18 C, Unilateral), one of which would be dedicated to supporting the Human Services Department and one of which would be an additional position to support public safety systems.
 - With the opening of the Dr. Daniel Hale Williams Rock County Resource Center, I am recommending 1.0 FTE to be on-site at the facility as the first IT position dedicated to supporting Human Services. This cost of \$79,689 will be charged back to the Human Services Department budget.
 - While an additional position dedicated to public safety would be helpful in proactively advancing initiatives, I am not recommending this position due to competing needs elsewhere in the budget, saving \$79,689.

Summary

- The recommended tax levy for Rock-IT is \$2,892,676, which is an increase of \$314,360 or 12.2% compared to the prior year.

CHARTER
COUNTY CLERK'S OFFICE

2022

Objectives and Standards

1. General Guidelines

The County Clerk shall be elected by the electors of Rock County, for a term of 4 years. The regular term of office of the county clerk shall commence on the first Monday of January next succeeding his or her election and shall continue 4 years and until his or her successor qualifies. The County Clerk shall appoint in writing one or more deputies and file the appointment in the clerk's office. The deputy or deputies shall aid in the performance of the duties of the clerk under the clerk's direction, and in case of the absence or disability of the clerk or of a vacancy in the clerk's office, unless another is appointed therefore, shall perform all of the duties of the clerk during the absence or until the vacancy is filled. The County Clerk shall fulfill the duties as outlined in Wisconsin State Statute 59.23 and, more specifically, as outlined below.

2. Clerk to County Board

- a. Board proceedings. Act as clerk of the board at all of the board's regular, special, limited term, and standing committee meetings; under the direction of the county board chairperson or committee chairperson, create the agenda for board meetings; keep and record true minutes of all the proceedings of the board in a format chosen by the clerk, including all committee meetings, either personally or through the clerk's appointee; file in the clerk's office copies of agendas and minutes of board meetings and committee meetings; make regular entries of the board's resolutions and decisions upon all questions; record the vote of each supervisor on any question submitted to the board, if required by any member present; publish ordinances as provided in s. 59.14(1); and perform all duties prescribed by law or required by the board in connection with its meetings and transactions.
- b. Recording of proceedings. Record at length every resolution adopted, order passed and ordinance enacted by the board.
- c. Orders for payment. Sign all orders for the payment of money directed by the board to be issued, and keep a true and correct account of such orders, and of the name of the person to whom each order is issued; but he or she shall not sign or issue any county order except upon a recorded vote or resolution of the board authorizing the same; and shall not sign or issue any such order for the payment of the services of any clerk of court, district attorney or sheriff until the person claiming the order files an affidavit stating that he or she has paid into the county treasury all moneys due the county and personally collected or received in an official capacity; and shall not sign or issue any order for the payment of money for any purpose in excess of the funds appropriated for such purpose unless first authorized by a resolution adopted by the county board under s. 65.90(5).
- d. Apportionment of taxes. Apportion taxes and carry out other responsibilities as specified in s. 70.63(1).

- e. Accounts. File and preserve in the clerk's office all accounts acted upon by the board, and endorse its action thereon, designating specifically upon every account the amount allowed, if any, and the particular items or charges for which allowed, and such as were disallowed, if any.
- f. Property. To the extent authorized by the board, exercise the authority under s. 59.52(6).
- g. Dogs. Perform the responsibilities relating to dog licensing, which are assigned to the clerk under ch. 174, and the dog fund specified in ch. 174.
- h. Marriage licenses, domestic partnerships. Administer the program for issuing marriage licenses as provided in ch. 765 and the program for terminating domestic partnerships as provided in ch. 770.
- i. Reports of receipts and disbursements. Record the reports of the treasurer of the receipts and disbursements of the county.
- j. Recording receipts and disbursements. Keep a true and accurate account of all money which comes into the clerk's hands by virtue of the clerk's office, specifying the date of every receipt or payment, the person from or to whom the receipt or payment was received or paid, and the purpose of each particular receipt or disbursement, and keep the book at all times open to the inspection of the county board or any member of the board.
- k. Payments to treasurer. Keep in the manner prescribed in par. (j) a separate account of all moneys paid the treasurer by the clerk.
- l. Books of account. Keep all of the accounts of the county and all books of account in a manner that the board directs. Books of account shall be maintained on a calendar year basis, which shall be the fiscal year in every county.
- m. Chief election officer, election duties. As the chief election officer of the county, perform all duties that are imposed on the clerk in relation to the preparation and distribution of ballots and the canvass and return of votes at general, judicial, and special elections.
- n. Duplicate receipts. Make out and deliver to the treasurer duplicate receipts of all money received by the clerk as clerk, and countersign and file in the clerk's office the duplicate receipts delivered to the clerk by the treasurer of money received by the treasurer.
- o. Certified copies; oaths and bonds; signatures.
 - 1. Make and deliver to any person, for a fee that is set by the board under s. 19.35(3), a certified copy or transcript of any book, record, account, file or paper in his or her office or any certificate which by law is declared to be evidence.
 - 2. Except as otherwise provided, receive and file the official oaths and bonds of all county officers and upon request shall certify under the clerk's signature and seal the official capacity and authority of any county officer so filing and charge the statutory fee. Upon the commencement of each term every clerk shall file the clerk's signature and the impression of the clerk's official seal in the office of the secretary of state.
- p. Taxes. Perform all duties that are imposed on the clerk in relation to the assessment and collection of taxes.
- q. Timber harvest notices. Provide notice to a town chairperson regarding the harvesting of raw forest products, as described in s. 26.03(1m) (a) 2.
- r. Report, receipts and disbursements to board. Make a full report to the board, at the annual meeting or at any other regular meeting of the board when so stipulated by the board, in writing, verified by the clerk's oath, of all money received and

disbursed by the clerk, and separately of all fees received by the clerk; and settle with the board the clerk's official accounts and produce to the board all books, accounts and vouchers relating to the same.

- s. Proceedings to historical society. Forward to the historical society, postpaid, within 30 days after their publication a copy of the proceedings of the board, and of all printed reports made under authority of such board or by the authority of other county officers.
- t. County tax for road and bridge fund. Notify the proper town officers of the levy and rate of any tax for the county road and bridge fund.
- u. List of local officials. Annually, on the first Tuesday of June, transmit to the secretary of state a list showing the name, phone number, electronic mail address, and post-office address of local officials, including the chairperson, mayor, president, clerk, treasurer, council and board members, and assessor of each municipality, and of the elective or appointive officials of any other local governmental unit, as defined in s. 66.0135(1)(c), that is located wholly or partly within the county. Such lists shall be placed on file for the information of the public. The clerk, secretary, or other administrative officer of a local governmental unit, as defined in s. 66.0137(1)(ae), shall provide the county clerk the information he or she needs to complete the requirements of this paragraph.
- v. General. Perform all other duties required of the clerk by law.

3. Elections Operations (Wisconsin Statutes, ch. 5-12)

Record and maintain accurate records for each election: have election notices published in the county designated newspaper; develop ballot file, have printed, and distribute ballots timely; program digital media/equipment for each election; tally results on election night; hold a Board of Canvass Meeting no later than 9:00 a.m. on the Tuesday following the election; certify results to the Wisconsin Elections Commission; perform recounts when necessary; and perform state mandated audits.

Standards:

- a. Ensure accuracy in all elections.
- b. Publish election notices in a timely manner in accordance with Chapter 10 and 11 of the Statutes. E-mail legal notices to the designated county newspaper according to county policy.
- c. Verify and audit all nomination papers filed by county candidates. Place on the ballot all candidates who have properly filed nomination papers by the appropriate filing date. Certify candidates to municipal clerks in spring elections.
- d. Program election files using ES&S Election Software. Proof all ballot styles and send to the printer by deadline set by the Wisconsin Election Commission. Official ballots are shipped directly to municipal clerks in compliance with state statutes for each Election. County Clerk distributes additional election supplies to municipal clerks to comply with state statutes and public testing requirements prior to Election Day.
- e. Each election, the digital media used in Optical Scan Tabulators and Accessible Voting Equipment are programmed by the County Clerk to reflect the current election and to read the current ballots. Digital media and equipment are tested prior to distribution to municipal clerks.
- f. Election results are received from each municipal clerk on election night by wireless modem. Outstanding provisional information is received from municipal clerks by phone, text or email. Election Returns/results are entered into the

Election Reporting Program and are reported out as ‘unofficial results’ as they are received to the news media and posted to the county website throughout the night. Outstanding provisional ballot information is posted to the county website as required by state regulations.

- g. A Board of Canvass meeting is held following the election to review and certify results to the Wisconsin Election Commission. In 2018, the Rock County Board of Canvassers began machine audits of randomly chosen reporting units/offices after each election as a step to increase election security.
- h. Random audits by the Wisconsin Election Commission began taking place in November of 2008 and continue indefinitely.
- i. Election Security Procedures are now in place for equipment and an Emergency Contingency Plan has been established for each Election Night.
- j. Paper documentation is prepared with the Clerk's seal certifying the final results of the election following the Board of Canvass. The Clerk transmits the canvass report to the state in the form requested by the Wisconsin Election Commission and files the canvass report in the County Clerk's permanent files.
- k. Maintain accurate election records for each election and files for each candidate for a period of six years following the termination of the Campaign Finance Report. Audit the required Campaign Finance Statements and refer any violations to the Wisconsin Ethics Commission.
- l. Refers sign violations to the local municipality, Rock County Dept. of Public Works or DOT.
- m. Maintain election standards as established by state statute and keep apprised of any changes in election law.
- n. WisVote - Municipalities with less than 2,500 registered voters may contract with the county to maintain their state voter registration system and are charged a maintenance fee subject to periodic review. The Clerk's staff performs the changes/additions/updates to the Statewide Voter Registration System after each election. The Clerk's office runs absentee voter lists or voter registration lists for each municipality that the County contracts with prior to each election and performs election management for those municipalities as required under the state system in accordance with HAVA Requirements.
- o. Assist in the mandated (HAVA Requirements) training of Chief Inspectors and Election Inspectors for Rock County.
- p. Meet all the HAVA requirements or law changes as mandated/required by Federal Law & the Wisconsin Election Commission.
- q. Provide local election education and help with accessibility to the Wisconsin Elections Commission to those seeking election and elected officials information.

4. **Licensing Procedures**

Issue marriage and dog licenses in accordance with State Statutes Chapters 765 and 174, and remit proper fees to the County Treasurer for remittance to the State of Wisconsin.

Standards:

- a. **MARRIAGE:** Ensure all documents presented for a marriage license as identification are proper and/or certified and verify necessary legal documents are properly certified and signed – per DHS requirements. Collect the correct marriage

license fee, including any waiver fee, and prepare the license from documents presented by the applicants. Inform couple of release date and instruct steps necessary to validate.

- b. DOGS: Issue dog tags, kennel licenses and supplies to municipal clerks for distribution. Maintain lists of dog tags issued for each municipality and keep a record of the fees collected. Complete the State Report for dog licenses sold by March 15 of each year and reconcile fees collected with the County Treasurer so proper fees are remitted to the State.
- c. WORK PERMITS: Using proper documentation, issue work permits to minors, collect fees and distribute appropriate copies to DWD and appropriate school districts. (As per ss. 103.65 and DWD permit officer's handbook.)
- e. PASSPORTS: The County Clerk's Office will process passport applications adhering to the standards set forth by the National Passport Agency/U.S. Dept. of State. Passports are processed daily and sent to the Passport Agency along with the required fee. The county fee collected is deposited daily with the County Treasurer from the daily cash drawer reconciliation. Passport photos are offered to customers as a convenience and charged appropriately as a part of completing their application process.
- f. Deposits: Invoice all licenses sold and reconcile cash drawer to all fees collected daily. Make daily deposits to the County Treasurer for marriage licenses and all other revenues collected. The County Treasurer remits marriage license fees/dog license fees to the State of Wisconsin.

5. Check Distribution Standards:

- a. Run a tape of the general checks processed and certify to the amount of the general checks, giving a certification signed by the County Clerk to the County Treasurer for his/her signature. The Financial Accounting Department processes and runs the checks.

6. Management Operations

Provide a continuous review of current policies and procedures in the County Clerk's Office.

Standards:

- a. Record any changes or modifications to the budget as approved by the Finance Committee or County Board.
- b. Review committee actions for any action that requires a public notice.
- c. Review State Statutes or current legislation for changes in the law regarding marriage licenses, dog licenses, election laws or any law affecting procedures performed by the County Clerk's office.
- d. Establish policy and procedures for staff and operations.
- e. Hold periodically meetings with staff to inform them of changes in office policy or federal and state laws. Perform annual performance reviews in coordination with HR on all staff and provide copies of all personnel documentation to HR for official file.
- f. Assist auditors in their annual review of the County Clerk's office.
- g. Administer oaths to all individuals, including staff, who will perform the duties of Deputy Clerk for the issuance of marriage licenses, work permits, passports, working on election night and perform the county canvass.
- h. Maintain all necessary records as established by law or Wisconsin Statutes.

- i. Compile information and submit timely all necessary reports to government agencies.
- j. Attend meetings as directed by the Board, Human Resources and Administrator.
- k. Seek professional development opportunities to continually enhance and improve the position of County Clerk and its office.

7. **Public Relations**

The people of Rock County will be faithfully served by performing the functions of the County Clerk's office with integrity and professionalism.

Standards:

- a. Complaints: Complaints about the operations of the County Clerk's Office are courteously received, investigated and resolved as quickly as possible.
- b. Public Education: The public is informed of activities and services provided by the County Clerk's Office via printed publications, public presentations, tours of the Courthouse, appearances on local radio, or news/Public Notice releases to local newspapers. Citizen input regarding the County Clerk's office is encouraged and welcomed.
- c. Stewardship: All funds appropriated to the department of the County Clerk for the purpose of operating shall be cautiously monitored and respectfully evaluated for efficiency, accuracy and necessity. All customers served at the office of the County Clerk shall be served courteously and efficiently.

PERSONNEL SUMMARY

COUNTY CLERK

PERSONNEL - FULL TIME EQUIVALENT

TITLE	2021 CURRENT	2022 ADMIN REC	INCREASE/ (DECREASE)
County Clerk	1.0	1.0	0.0
Deputy County Clerk	1.0	1.0	0.0
County Clerk Specialist	1.0	2.0	1.0
Total	3.0	4.0	1.0

PERSONNEL MODIFICATIONS

TYPE OF REQUEST	ORIGINAL POSITION / FROM	NEW POSITION / TO	DEPT REQ	ADMIN REC
Create	County Clerk Specialist (PR 3 2489)	County Clerk Specialist (PR 3 2489)	1.0	1.0

FINANCIAL SUMMARY

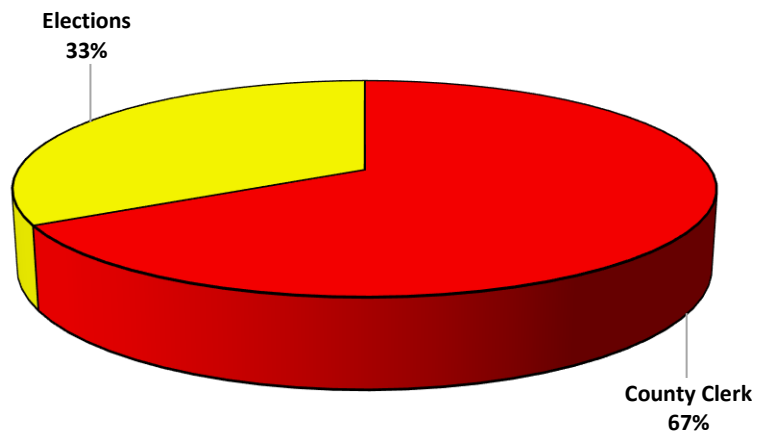
COUNTY CLERK

2022

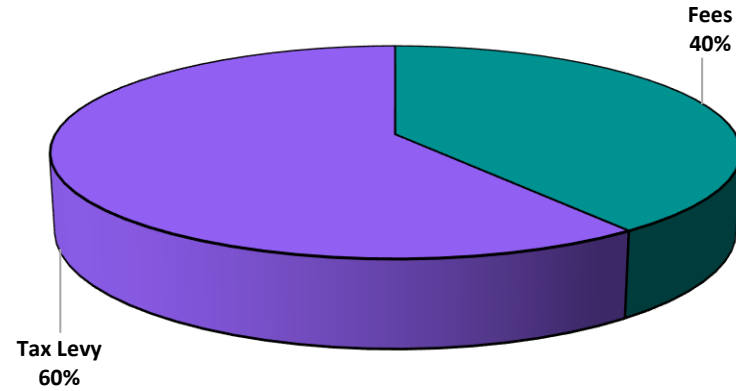
<u>REVENUES</u>	<u>DEPARTMENT REQUEST</u>	<u>ADMINISTRATOR'S RECOMMENDATION</u>
Federal/State	\$0	\$0
Intergovernmental	34,120	34,120
Contributions	0	0
Fund Balance Applied	0	0
Transfers In	0	0
Deferred Financing	0	0
Sales Tax	0	0
Fees/ Other	168,175	168,175
Total Revenues	<hr/> \$202,295	<hr/> \$202,295
<u>EXPENDITURES</u>	<u>DEPARTMENT REQUEST</u>	<u>ADMINISTRATOR'S RECOMMENDATION</u>
Salaries	\$221,624	\$221,624
Fringe Benefits	98,867	98,867
Operational	168,918	168,918
Capital Outlay	17,462	17,462
Allocation of Services	0	0
Total Expenditures	<hr/> \$506,871	<hr/> \$506,871
<u>PROPERTY TAX LEVY</u>	\$304,576	\$304,576

2022 BUDGET COUNTY CLERK

EXPENDITURES BY PROGRAM



REVENUES BY SOURCE



ADMINISTRATOR'S COMMENTS

COUNTY CLERK

2022

Budget Highlights

Revenue

- Marriage License Fees are projected to be higher in 2022 at \$45,375. This is \$4,125 or 10.0% more than the prior year. A marriage license fee is \$100. Of this amount, \$55 is retained by the County Clerk, \$25 to the State of Wisconsin, and \$20 to Rock County Mediation and Family Court Services.
 - In 2022, the County Clerk anticipates issuing 825 marriage licenses, an increase of 75 licenses or 10.0% more than the prior year due to the pent-up demand from the pandemic.
- Clerk Fees cover public records requests, voter lists, and passport photo copies. The department budgeted in 2022 to receive \$7,000 more in fees, at a total of \$32,000. This is a 28.0% increase from the prior year due primarily to increased passport photos. The department saw a huge increase in passport activity in 2017. Passports have a five-year expiration period, so a larger than usual number of passports will be due for renewal in 2022. Additionally, an increase in out-of-country travel is anticipated due to the post-pandemic outlook.
- Passport fees are budgeted to increase by \$24,500 or 38.9% in 2022, for reasons noted above. County Clerk passport volume exceeds the U.S. Post Office passport activity and is projecting to process 2,500 passports in 2022.
- Election revenue will increase in 2022 with next year's four elections scheduled, two more than in the prior year. Revenue from municipalities for elections will increase by \$16,000 or 94.1% over the prior year.
- Voter registration services for municipalities are also projected to increase from 2021 levels, by \$620. The high demand for absentee ballots has provided the County the opportunity to have more local units assume voter registration duties. Only two local units of government are projected to utilize the County in 2022 as compared to 13 in 2020.

Expenditures

- Passport postage will increase by \$2,000 or 40.0% to \$7,000 in 2022, due to increased passport activity as noted under the above revenue section.
- Due to more elections scheduled in 2022, legal forms, i.e., ballot costs are projected to increase by \$67,000 to \$100,000.
- Legal notices in the Elections account will increase by \$3,000, to \$6,500, due to an increase in the number of elections as well as the change to a higher-cost newspaper, the Janesville Gazette. A County policy alternates on an annual basis the publication of legal notices to the two major news publications in the county. Per state statute, the newspapers' legal printing rate is set by the state based upon circulation. The Janesville Gazette has a higher circulation than the other major county newspaper, the Beloit Daily News.
- The County Clerk was budgeted in 2021 to replace election equipment including two servers, three desktop computers, one laptop, and other related equipment, installation, and training. The replacement equipment is to accommodate extensive state and federal certification requirements. \$35,000 was budgeted in 2021. Due to delays in the certification, approximately half of the project has been moved into the 2022 budget cycle. Consequently, \$17,112 is budgeted in 2022. In addition to election equipment, the department is requesting \$350 for a monitoring camera outside the office for improved security and to better process the public needs and is recommended.
- It should be noted that state legislation (or other action of the State Legislature) may dramatically impact the department's election costs.

Personnel

- The department is requesting a 1.0 FTE County Clerk Specialist position (PR 3, Unit 2489) at a cost of \$63,361 in 2022. The department has been staffed with 3.0 FTEs for many years, while the demands in all service areas have seen a dramatic increase: elections and elections training/compliance, passport administration, and public records administration, among many other mandatory services. In particular, the demands related to elections and the fulfillment of election-related records requests have increased significantly. While the Clerk has used a number of part-time positions to try to keep up in 2021, the workload is anticipated to increase with the number of elections and election-related interest in 2022, justifying a permanent position for the foreseeable future. The request is recommended.

Summary

- The recommended tax levy for the County Clerk's main account is \$171,306, an increase of \$38,718 or 29.2% over the prior year.
- The recommended tax levy for the County Clerk's Elections account is \$133,270, an increase of \$39,307 or 41.8% over the prior year. This is largely driven by the four-year election cycle.
- Overall, the recommended tax levy for the County Clerk's Office is \$304,576, an increase of \$78,025 or 34.4% over the prior year.

CHARTER
TREASURER'S OFFICE

2022

The County Treasurer has authority to perform the following duties according to Wisconsin State Statutes, with policy guidance provided by the Rock County Board of Supervisors' Finance Committee.

Tax Collection and In Rem Foreclosure Action

Collect and process real estate taxes, special charges, special assessments, managed forest land taxes, DNR payments, and all delinquent real estate taxes, special charges and special assessments, plus interest and penalty. Collect the first installment taxes for 23 of the 29 municipalities and reconcile the proceeds for distribution to those municipalities. Reconcile and settle several times annually with municipal treasurers, school districts, sanitary districts, technical colleges, and the State Treasurer for all collections received for current year tax roll. Administer the Lottery and Gaming Tax Credit and certification. Generate and mail final installment tax notice for roughly 20,000 parcels yearly. Communicate with delinquent property taxpayers through conventional collection procedures and offer payment plan assistance. Prepare, file and maintain all real estate tax claims with the Bankruptcy Court for property owners who file bankruptcy. Cancel all tax certificates that become void by virtue of the statute of limitations (after 11 years) and certify cancellation to municipal treasurer.

Issue a tax certificate annually on all current tax year real estate parcels remaining unpaid September 1, which starts the two-year redemption period. Execute the legal title searches for In Rem foreclosure applications and organize necessary papers for Court action giving fee simple title to the County. View foreclosed property with Finance Committee to set sale prices. Proceed with In Rem Foreclosure and subsequent sale of acquired property to ensure a sufficient tax base for the County.

Receipting and Disbursements

Collect, receipt and deposit money from individuals and County departments daily. Initiate all wire transfers, ACH Debits and ACH Credits for State and Federal payments, Debt interest and penalty payments, Deferred Compensation and Employee Benefits Program, plus maintain all State Pool transfers between accounts and the working bank. Monitor the on-line bank program for accurate accounting of all monies in the working bank. Properly administer and reconcile the Master account and three zero balance accounts for Payroll, General, and Health Benefit checks in the working bank. Reconcile and monitor various checking accounts for other County

departments. Report and pay timely to the Department of Revenue all fines and forfeitures, and fees for marriage licenses, dog licenses, probate, birth certificates, and title transfers, sales and occupational taxes.

Cash Management and Investments

Monitor County's cash balances on a daily basis to ensure funds are available to meet weekly cash disbursements and bi-weekly payroll, while obtaining the maximum amount of interest income. Review all Cash Management investments to ensure County is sufficiently funded to buy out all taxing jurisdictions tax roll each August. Work with the Finance Director, Finance Committee and Investment Advisors to execute an investment policy in the best interest of the County, including investing in Certificates of Deposit and insured money market accounts throughout the County and State.

Other Duties as Assigned

Serve as treasurer for County drainage districts. Administer and collect Land Use Value Conversion Charges. Advertise and disburse unclaimed funds. Attest on new plat maps and Certified Survey Maps when required that there are no unpaid taxes on the property prior to recording. Upon request, attribute to each new parcel its value for parcels that are divided or split during the calendar year. Process and pay County's and State's shares of unpaid personal property taxes from prior year to local municipalities. Maintain records and research information on County brownfield properties. Maintain a record retention/destruction schedule according to state laws.

PERSONNEL SUMMARY

TREASURER

PERSONNEL - FULL TIME EQUIVALENT

TITLE	2021 CURRENT	2022 ADMIN REC	INCREASE/ (DECREASE)
County Treasurer	1.0	1.0	0.0
Deputy County Treasurer	1.0	1.0	0.0
Accountant	1.0	1.0	0.0
Account Clerk II	1.0	1.0	0.0
Total	4.0	4.0	0.0

PERSONNEL MODIFICATIONS

TYPE OF REQUEST	ORIGINAL POSITION / FROM	NEW POSITION / TO	DEPT REQ	ADMIN REC
-	-	-	-	-

FINANCIAL SUMMARY

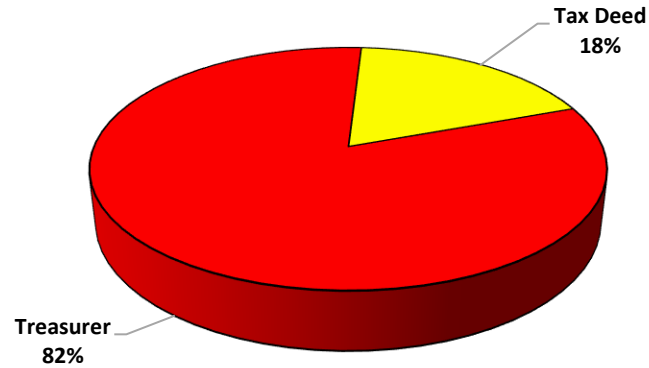
TREASURER'S OFFICE

2022

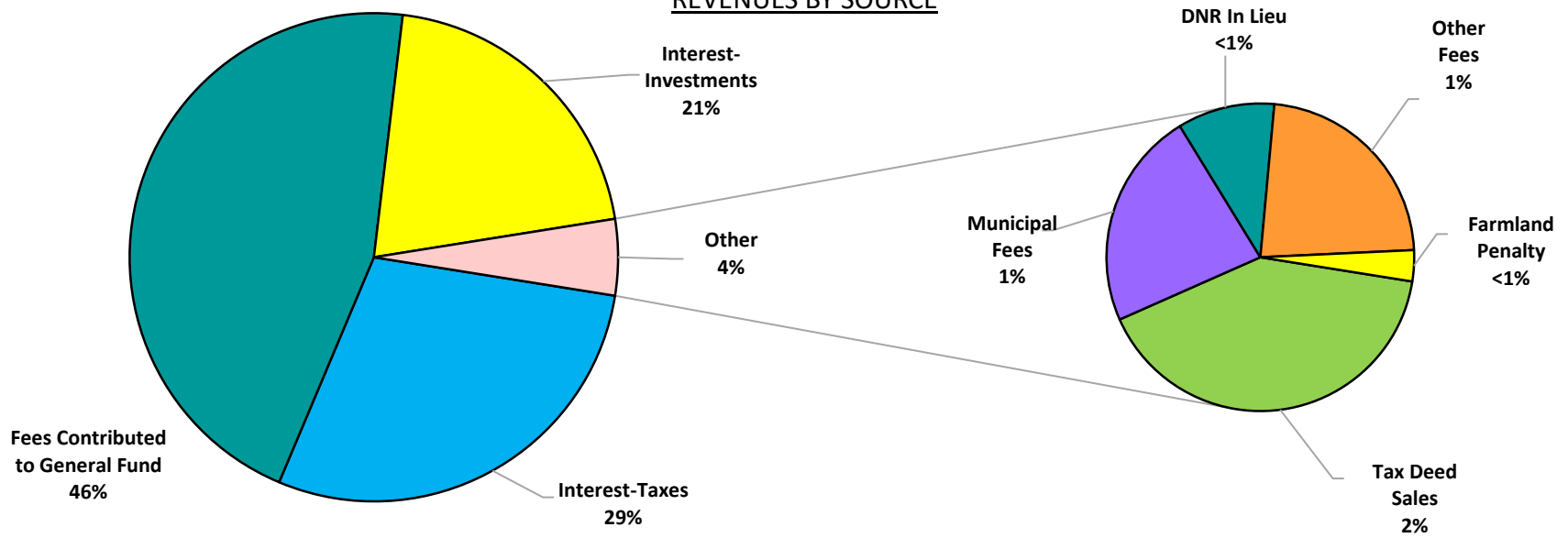
<u>REVENUES</u>	<u>DEPARTMENT REQUEST</u>	<u>ADMINISTRATOR'S RECOMMENDATION</u>
Federal/State	\$0	\$0
Intergovernmental	0	0
Contributions	0	0
Fund Balance Applied	0	0
Transfers In	0	0
Deferred Financing	0	0
Sales Tax	0	0
Fees/ Other	2,644,813	2,644,813
Total Revenues	<u>\$2,644,813</u>	<u>\$2,644,813</u>
<u>EXPENDITURES</u>	<u>DEPARTMENT REQUEST</u>	<u>ADMINISTRATOR'S RECOMMENDATION</u>
Salaries	\$216,013	\$216,013
Fringe Benefits	98,014	97,968
Operational	118,715	118,715
Capital Outlay	0	0
Allocation of Services	0	0
Total Expenditures	<u>\$432,742</u>	<u>\$432,696</u>
<u>PROPERTY TAX LEVY</u>	(\$2,212,071)	(\$2,212,117)

2022 BUDGET TREASURER

EXPENDITURES BY PROGRAM



REVENUES BY SOURCE



ADMINISTRATOR'S COMMENTS

TREASURER

2022

Budget Highlights

Revenue

- The Treasurer's Office has five main sources of revenue.
 - The Department of Natural Resources pays counties a fee to compensate for land that is owned by the State and not subject to local taxes.
 - In 2022, this Payment in Lieu of Taxes is budgeted at \$25,000. No change from the prior year.
 - Interest and penalties on delinquent taxes are paid by property owners who are in arrears on their property tax payments.
 - In 2022, this amount is budgeted at \$1,400,000 and is the same as the prior year.
 - Interest on investments is earned from cash invested primarily in the Local Government Investment Pool, PFM Asset Management, First National Bank, and various certificates of deposit at other local banks.
 - In 2022, this amount is budgeted at \$1,000,000, which is a decrease of \$800,000 or 44.4% as a result of lower economic outlook.
 - The Treasurer's Office charges 23 municipalities a flat fee of \$100 plus \$0.75 per parcel to collect their property taxes.
 - \$56,000 is budgeted in 2022. No change from the prior year.
 - The Treasurer's Office generates revenue by selling tax delinquent properties.

- In 2022, the net amount is budgeted at \$100,000, a decrease of \$25,000 or 20.0% from the prior year. The decrease is the result of a lower number of properties projected to be sold in 2022.

Expenditures

- Bank Service Charges in 2022 will be \$20,000, an increase of \$1,000 or 5.3% over the prior year.

Personnel

- No personnel changes are requested in 2022.

Summary

- The recommended budget contains \$2,212,117 of revenue in excess of expenditures, a decrease of \$854,146 or 27.9% from the prior year.
- This net revenue will go toward offsetting the County property tax levy and may be used to fund other County expenditures. When this revenue declines from one year to the next, other funding sources must be used to pay for County services.

CHARTER
REGISTER OF DEEDS OFFICE

2022

Objectives and Standards:

1. Real Estate & Documents Operations

To record, process and collect fees for all real estate and other documents in accordance with State Statutes.

- a. To comply with Wisconsin State Statute 59.43 and any other chapters affecting the duties of the Register of Deeds.
- b. To record all documents authorized by law to be recorded in the Register of Deeds (i.e. Deeds, Mortgages, Plats, Certified Survey Maps, Federal Tax Liens, Lis Pendens, etc.) and safely store them.
- c. To give prompt, courteous, customer service.
- d. To maintain Indexes making the records searchable in multiple ways.
- e. To assist customers with searches of land records.
- f. To collect all required fees and deposit funds with the County Treasurer, balance accounts daily and distribute funds to the state monthly.
- g. To check all Electronic Transfer Returns for accuracy and state upon the record the real estate transfer fee paid or exemption.
- h. To review and monitor pending legislation pertinent to the Register of Deeds operations.

2. Vital Records Operations

To preserve, amend and certify vital records according to state statutes and the direction of the state registrar.

- a. Perform all other duties related to vital statistics under s. 69.05, 69.07, 69.20 and 69.21 and other chapters.
- b. To accept, process, maintain and/or issue certificates of Birth, Death, Marriage, Divorce and Domestic Partnerships occurring in the county.
- c. To issue certificates from state wide records through the Wisconsin State Vitals Records system beginning January 1, 2017.
- d. To maintain indexes for vital records.
- e. To fill customer requests, update records and answer questions in regards to birth, death, marriage, divorce, & domestic partnership records with prompt, courteous customer service.
- f. To collect fees for certificates issued and deposit fees daily with the County Treasurer into established revenue accounts.
- g. To monitor and ensure that Notices of Removal of a Human Corpse and Reports of Final Disposition of a Human Corpse are appropriately received and maintained according to State Statutes.
- h. To monitor and assist customers doing genealogical searches, process genealogy applications and perform searches as requested.

3. County Plat Books

- a. To promote and distribute County Plat Books at a fee established by the Finance Committee – currently \$25.

4. Redaction Project

On May 12, 2010 legislation was signed into law, which allowed part of the recording fee to be retained from 2010-2014 for use in redacting social security numbers from documents accessible on the internet. Since the beginning of this project over 592,000 documents (with approximately 967,000 images) have been scanned, enhanced and indexed by document number, volume & page. Additional indexing and verifying continue on the project.

5. Veterans' Records

To give prompt and efficient service to Veterans and the Veterans Service Officers per Wisconsin Statutes and Rock County resolutions.

- a. File, index, maintain and search for military discharges. Prepare certified copies for county Veteran's Service Office and veterans or their dependents that need the copies to receive military benefits as per s. 45.05, 59.535(1).
- b. To perform birth, death, and marriage verifications as requested for various recruiting offices.

6. Land Information Systems Programs

To continue being a part of the County's Land Information Office as established by County Board Resolution on June 28, 1990.

- a. To contribute toward the development of a countywide plan for land records modernization.
- b. To work with all levels of government, utilities, etc., to implement a compatible and standardized format for the exchange of land information.
- c. To monitor other local governments on what is being done in the area of land records modernization and standardization around the State of Wisconsin and other areas.

7. Land Information Council

2009 Wisconsin Act 314 was enacted on May 12, 2010 relating to the charging of fees collected in the Register of Deeds Office, the redaction of social security numbers from electronic documents and the creation of the Land Information Council.

- a. To serve on the Land Information Council – meeting twice a year.
- b. To review the priorities, needs, policies and expenditures of the Land Information Office.
- c. Advise the County on matters affecting the Land Information Office

PERSONNEL SUMMARY

REGISTER OF DEEDS

PERSONNEL - FULL TIME EQUIVALENT

TITLE	2021 CURRENT	2022 ADMIN REC	INCREASE/ (DECREASE)
Register of Deeds	1.0	1.0	0.0
Deputy Register of Deeds	1.0	1.0	0.0
Register of Deeds Specialist	4.8	4.8	0.0
Total	6.8	6.8	0.0

PERSONNEL MODIFICATIONS

TYPE OF REQUEST	ORIGINAL POSITION / FROM	NEW POSITION / TO	DEPT REQ	ADMIN REC
N/A	-	-	-	-

FINANCIAL SUMMARY

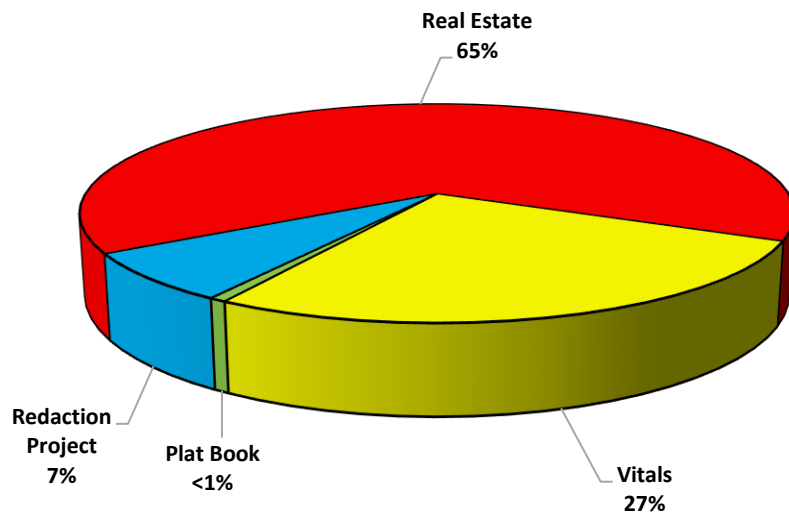
REGISTER OF DEEDS

2022

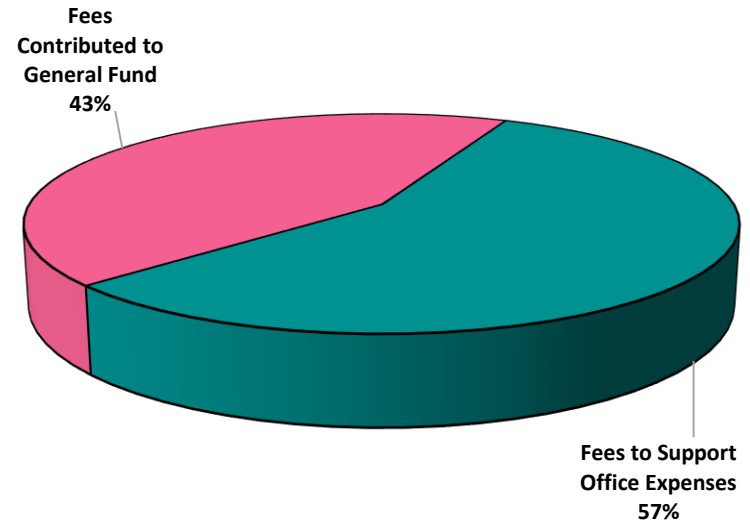
<u>REVENUES</u>	<u>DEPARTMENT REQUEST</u>	<u>ADMINISTRATOR'S RECOMMENDATION</u>
Federal/State	\$0	\$0
Intergovernmental	0	0
Contributions	0	0
Fund Balance Applied	42,000	42,000
Transfers In	0	0
Deferred Financing	0	0
Sales Tax	0	0
Fees/ Other	955,250	990,250
Total Revenues	<u>\$997,250</u>	<u>\$1,032,250</u>
<u>EXPENDITURES</u>	<u>DEPARTMENT REQUEST</u>	<u>ADMINISTRATOR'S RECOMMENDATION</u>
Salaries	\$350,991	\$350,991
Fringe Benefits	164,617	164,617
Operational	68,400	68,400
Capital Outlay	0	0
Allocation of Services	0	0
Total Expenditures	<u>\$584,008</u>	<u>\$584,008</u>
<u>PROPERTY TAX LEVY</u>	(\$413,242)	(\$448,242)

**2022 BUDGET
REGISTER OF DEEDS**

EXPENDITURES BY PROGRAM



REVENUES BY SOURCE



ADMINISTRATOR'S COMMENTS

REGISTER OF DEEDS

2022

Budget Highlights

Revenue

- The Real Estate Transfer Fee is based upon \$3 for every \$1,000 of value in a real estate transaction. In 2022, the request for this line item is \$425,000, an increase of \$25,000 from the prior year due to interest rates steadily increasing after record-low levels, decreasing mortgages refinancing, and slower housing sales. I am recommending \$460,000, anticipating a continued strong housing market. Sheriff's Deed sales activity has been greatly impacted by the pandemic. In 2010, Sheriff's Deed foreclosures were approximately 700, but in 2020 and estimated in 2021 will be only 50, due to the pandemic housing eviction moratorium. This activity is expected to greatly increase in 2022.
- The Real Estate Registry Fee is a \$30 flat fee for legal documents recorded in the Register of Deeds Office. The Register of Deeds retains half of the \$30 fee, \$8 remains with Rock County for land records modernization, and the State of Wisconsin retains \$7. For 2022, it is estimated that 26,000 documents will be filed, a slight increase over the prior year figure of 25,667. \$390,000 is budgeted in 2022, an increase of \$5,000 or 1.3% over the prior year.
- Revenue from County Birth Certificate Fees remains at \$30,000, the same as the 2021 budget level.
- Marriage License Certificate Fees will remain at the 2021 level of \$13,000. State law changed recently to allow individuals born or married in any Wisconsin county to obtain a birth certificate or marriage license certificate in the Rock County Register of Deeds Office. This continues to have a positive effect on revenue. In addition, the federal Real ID law requires married women to obtain certified marriage certificates.
- Death Certificate and extra copies of Death Certificate Fees will increase by a combined \$4,000 or 7.4% in 2022, partly because of the Rock County Register of Deeds being more accessible than surrounding counties' offices. Sadly, the increase can also be attributed to the pandemic.

- Plat Book Fees will increase from \$3,875 in 2021 to \$7,750 in 2022 as the every two-year update will be undertaken next year. This increase is consistent with historical trends.
- As part of a statewide initiative from 2010-2014, the Register of Deeds Office collected an additional \$5 per real estate registry transaction to redact social security numbers on past records. The Office is permitted to carryover unspent funds until the project is finalized and has contracted with a private vendor to complete the work. In 2022, \$42,000 in unspent redaction funds will be allotted for this ongoing project, a decrease of \$28,000 or 40.0%. The fund balance of the Redaction Project is projected to be \$42,000 on 12/31/21.

Expenditures

- The Plat Books line item will increase by \$1,875 as noted in the revenue section.
- The Cost Allocation line item will be \$0 in 2022, a decrease of \$15,000 from the prior year due to no longer using county staff to perform redaction project activity. The office is contracting with an outside contractor for the balance of the project.

Personnel

- No personnel changes are requested in 2022.
- The department's Overtime will decrease by \$2,000 or 40% due to historical trends and the department filling a vacant part-time position.

Summary

- The recommended budget contains \$448,242 more in revenue than expenditures, which will go toward offsetting the County property tax levy. That figure is \$21,751 or 5.1% more than the amount used to offset the property tax levy in 2021.

ADMINISTRATOR'S COMMENTS

COMMUNITY AGENCY INITIATIVES

2022

Budget Highlights

- In July 2017, the County Board Staff Committee established the Community Agency Initiatives Policy (Policy 2.19) regarding contributions to nonprofit organizations.
 - Funding for these organizations was pulled out of departmental budgets and consolidated in the countywide section of the budget under the Finance Committee.
 - Organizations were asked to submit formal requests detailing the amount they were requesting, how it would be used, how it would help County clients (particularly those with low to moderate incomes), and how it would reduce County costs.

Revenue

- Per the County's policy, Community Agency Initiatives are to be funded primarily with tax levy.
- One-time funding of sales tax revenue has been included in 2022 for the Humane Society of Southern Wisconsin capital project in the amount of \$100,000 per Resolution #21-7A-282.

Expenditures

- In 2021, several agencies received one-time allocations totaling \$58,500 because of the COVID-19 pandemic. In 2022, the agencies that received supplemental funds are starting from a 2021 base.
- For the 2022 budget, Rock County received requests totaling \$404,346 from ten agencies. This is an increase of \$143,206 as compared to the amount approved in the 2021 budget.

- The following is a list of thirteen programs in ten nonprofit agencies for which I am recommending funding in 2022, with the amount requested, amount recommended, and the citation of statutory authority to provide funding:
 - HealthNet
 - Although HealthNet receives its funding through a contract, its funding remains in this account because it provides services to both the Sheriff’s Office and the Human Services Department. Services include dental services to inmates at the jail, medications for inmates during community re-entry, medical and dental services for uninsured County clients, and behavioral health services. The 2022 contract is recommended at \$57,000, the same amount as 2021.
 - Authority: no statutory authority; funding provided through a contract
 - Retired and Senior Volunteer Program (RSVP)
 - Requested \$29,300 and recommended \$26,094 for the Intergenerational Program, the same as 2021.
 - Requested and recommended \$40,000 for the Seniors Volunteering for Seniors Program, the same as 2021.
 - Authority: s. 59.53(11)(a), Wis. Stats. (“to promote and assist...senior citizen clubs and organizations within the county in their organization and activities”)
 - YWCA of Rock County
 - Requested and recommended \$10,000 for the CARE House, the same as 2021.
 - Requested and recommended \$10,000 for the domestic violence shelter, a decrease of \$40,000 from the 2021 amount. The additional \$40,000 allocated in 2021 was one-time funding due the effects of the COVID-19 pandemic.
 - Authority: s. 59.53(3), Wis. Stats. (“making payments to a nonprofit organization...that has as a primary purpose providing assistance to individuals who are victims of domestic violence and related crimes”)

- Family Services of Southern Wisconsin and Northern Illinois
 - Requested and recommended \$10,000 for the domestic violence shelter, the same as 2021.
 - Requested \$25,000 and recommended \$10,000 for the Sexual Assault Recovery Program (SARP).
 - Authority: s. 59.53(3), Wis. Stats. (“making payments to a nonprofit organization...that has as a primary purpose providing assistance to individuals who are victims of domestic violence and related crimes”)

- Court Appointed Special Advocates (CASA)
 - Requested \$30,000 and recommended \$20,000, the same amount as the 2021 budget. In the 2021 budget, CASA’s allocation was increased by \$10,000 to expand the number of children for whom it provides services and address the goal of increasing the diversity of its volunteers to reflect the diversity of its clients.
 - Authority: s. 59.53(3), Wis. Stats. (“making payments to a nonprofit organization...that has as a primary purpose providing assistance to individuals who are victims of domestic violence and related crimes”)

- Heritage Rock County
 - Requested \$27,546 for funding to be disbursed among the County’s several historical societies. I am recommending \$22,546, a decrease of \$5,000 from 2021. In 2021, the agency received \$5,000 in one-time funding because of the COVID-19 pandemic. The recommended amount is the same amount that has been provided for many years.
 - Authority: s. 59.56(5), Wis. Stats. (“to any local historical society...located in the county for the purpose of collecting and preserving the records of the early pioneers, the life of the Indians, the experience of persons in the military, and salient historical features of the County”)

- Rock County Tourism Council
 - Requested and recommended \$5,500 for general operations and tourism promotion activities, the same as 2021.
 - Authority: s. 59.56(10)(a) (“to advertise the advantages, attractions and resources of the county.... The county may cooperate with any private agency or group in this work.”)
- Rock County 4-H Fair Board
 - The 4-H Fair Board requests a total of \$10,000 for publication of the annual 4-H Fair booklet and for various routine and deferred maintenance of the fair operations. I am recommending \$1,500 which is a \$8,500 decrease from 2021. In 2021, the agency received \$8,500 in one-time funding because of the COVID-19 pandemic. The recommended \$1,500 is the same amount that has been provided for many years. Since 2018, the County’s Facilities Management Department has been responsible for building and grounds maintenance, and since that time the County has invested increased funds into upgrading the Fairgrounds and its facilities.
 - Authority: s. 59.56(10)(a) (“to advertise the advantages, attractions and resources of the county.... The county may cooperate with any private agency or group in this work”) and s. 59.56(14)(e) 2, Wis. Stats. (“appropriate funds to properly equip, manage and control the fair”)
- Rising Queens Incorporated
 - A new agency is requesting \$50,000. Rising Queens is fiscally sponsored by Center for Community Stewardship, a nonprofit 501(c)(3). The mission of Rising Queens is to build bridges and eliminate the gap of intergenerational poverty in the black community and provide equitable resources to create self-sustaining lives in the black community of Beloit. Rising Queens’ target market is the under-served black community which has been marginalized and disenfranchised by systemic racism at the local, county, state, and national levels. The work of this organization is consistent with the County Board’s goals of addressing social justice issues. Much like was provided to InTouch OutReach in 2021, I am recommending \$5,000 in one-time funding to help build this new organization’s capacity. Funding was requested to support the following programs:

- The Y Project! & Filling the Void Mentoring Programs will use evidence-based curriculum to provide character building and life skills development.
 - Uplift! is geared towards young adults and adults and offers workshops and classes designed specifically to provide black residents with classroom, hands-on, and on the job training without having to leave the community, at no cost to the participants.
 - Simply Social Seniors! is a program offered to black senior citizens. It is a safe place where seniors can engage in social activities to keep them socially engaged in the community, help slow the onset of dementia or Alzheimer's disease, maintain good emotional health, and connect seniors with others.
- Authority: s. 59.53(3), Wis. Stats. (“making payments to a nonprofit organization...that has as a primary purpose providing assistance to individuals who are victims of domestic violence and related crimes”) and s. 59.53(11)(a), Wis. Stats. (“to promote and assist...senior citizen clubs and organizations within the county in their organization and activities”)
- Humane Society of Wisconsin
 - The County Board passed Resolution #21-7A-282 that provided \$100,000 in the 2022 budget for the agency’s capital campaign and will be matched by the Hendricks Family Foundation. The source will be sales tax.
 - Authority: s. 174, Wis. Stats. (“ensuring resources are available to support humane societies”, including through the County-administered dog license fund, which pays for the care of stray animals when no other resources are available); and s. 94 Wis. Stats. (gives certain responsibilities to counties for funding rabies control).

Personnel

- Not applicable

Summary

- The recommended tax levy for the Community Agency Initiatives account is \$217,640. This is a decrease of \$43,500 or 16.7% from 2021. The decrease primarily reflects several agencies receiving one-time funding in 2021.

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
05 FINANCE DEPARTMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1500 FINANCIAL SERVICES								
Revenues:								
4150 Sales Tax Revenue	0	0	0	0	0	0	20,000	0
4410 Miscellaneous Fees	3,300	3,189	3,250	1,449	3,200	3,200	3,200	0
Total Revenues	3,300	3,189	3,250	1,449	3,200	3,200	23,200	0
Expenditures:								
6110 Productive Wages	720,237	756,297	758,827	304,237	684,564	785,887	784,801	0
6121 Overtime Wages-Productive	8,423	15,603	7,000	2,609	6,600	7,000	7,000	0
6140 FICA	55,532	58,828	58,586	23,379	52,874	60,656	60,573	0
6150 Retirement	46,020	47,371	51,558	17,119	46,653	50,563	50,492	0
6160 Insurance Benefits	206,198	192,857	211,990	208,476	211,988	211,252	211,252	0
6170 Other Compensation	429	462	388	388	388	388	388	0
6210 Professional Services	0	0	0	0	0	0	20,000	0
6221 Telephone Services	2,486	2,711	2,350	1,377	2,755	2,855	2,855	0
6240 Repair & Maintenance Serv	24,212	19,163	24,200	5,064	24,100	24,150	24,150	0
6249 Sundry Repair & Maint	2,052	152	152	152	152	0	0	0
6310 Office Supplies	36,334	35,579	33,900	16,094	34,600	31,000	31,000	0
6320 Publications/Dues/Supscription	293	1,800	540	144	540	1,300	1,300	0
6330 Travel	66	165	300	16	120	250	250	0
6340 Operating Supplies	0	3,001	0	0	2,500	3,000	3,000	0
6420 Training Expense	8,749	1,324	7,000	219	2,500	7,000	7,000	0
6490 Other Supplies	23	566	750	0	400	400	400	0
6533 Equipment Lease	6,974	6,974	6,974	3,487	6,974	6,974	6,974	0
6710 Equipment/Furniture	9,275	0	0	0	0	4,400	4,400	0
6800 Cost Allocations	(138,637)	(121,543)	(150,374)	(68,944)	(151,374)	(123,166)	(123,166)	0
Total Expenditures	988,666	1,021,310	1,014,141	513,817	926,334	1,073,909	1,092,669	0
COUNTY SHARE	(985,366)	(1,018,121)	(1,010,891)	(512,368)	(923,134)	(1,070,709)	(1,069,469)	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
05 FINANCE DEPARTMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1520 SECTION 125 FLEXIBLE SPENDING								
Revenues:								
4530 Charges-Other County Dept	130,983	114,032	15,000	57,177	15,000	15,000	15,000	0
4690 Misc General Revenue	3,359	1,251	0	0	0	0	0	0
Total Revenues	134,342	115,283	15,000	57,177	15,000	15,000	15,000	0
Expenditures:								
6210 Professional Services	13,609	21,980	15,000	8,306	15,000	15,000	15,000	0
Total Expenditures	13,609	21,980	15,000	8,306	15,000	15,000	15,000	0
 COUNTY SHARE	 120,733	 93,303	 0	 48,871	 0	 0	 0	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
05 FINANCE DEPARTMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1530 AUDITING & SPECIAL ACCOUNTING								
Revenues:								
Total Revenues	0	0	0	0	0	0	0	0
Expenditures:								
6213 Financial Services	47,850	78,630	102,252	12,526	102,252	107,360	107,360	0
Total Expenditures	47,850	78,630	102,252	12,526	102,252	107,360	107,360	0
COUNTY SHARE	(47,850)	(78,630)	(102,252)	(12,526)	(102,252)	(107,360)	(107,360)	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
05 FINANCE DEPARTMENT

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
Total For Location: FINANCE DEPARTMENT	(912,483)	(1,003,448)	(1,113,143)	(476,023)	(1,025,386)	(1,178,069)	(1,176,829)	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
07 INFORMATION TECHNOLOGY

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1430 INFORMATION TECHNOLOGY								
Revenues:								
4150 Sales Tax Revenue	0	55,280	0	0	0	0	971,692	0
4220 State Aid	0	535,903	0	0	0	0	0	0
4410 Miscellaneous Fees	1,300	590	1,600	800	1,600	1,600	1,600	0
4530 Charges-Other County Dept	3,612,801	3,993,754	4,078,500	3,182,351	4,127,132	5,176,558	5,176,558	0
4640 Fund Balance	0	0	165,000	0	165,000	0	0	0
4700 Transfer In	0	0	184,049	0	184,049	0	0	0
Total Revenues	3,614,101	4,585,527	4,429,149	3,183,151	4,477,781	5,178,158	6,149,850	0
Expenditures:								
6110 Productive Wages	1,884,570	2,087,111	2,240,985	941,251	2,213,031	2,500,931	2,445,891	0
6121 Overtime Wages-Productive	33,809	52,121	20,000	11,105	23,000	10,000	10,000	0
6140 FICA	136,592	157,631	172,965	72,569	175,166	192,087	187,876	0
6150 Retirement	109,845	137,148	151,158	63,250	153,100	162,041	158,463	0
6160 Insurance Benefits	421,761	489,877	492,282	485,309	492,217	523,788	506,928	0
6170 Other Compensation	1,233	1,179	1,107	1,107	1,107	1,107	1,107	0
6210 Professional Services	64,309	46,265	417,936	114,263	415,736	618,160	618,160	0
6213 Financial Services	2,500	2,625	2,757	0	2,757	2,895	2,895	0
6217 Medical Services	0	0	0	6,250	0	0	0	0
6221 Telephone Services	81,464	120,279	176,672	77,610	208,939	254,743	254,743	0
6240 Repair & Maintenance Serv	201,953	236,476	221,318	63,264	214,618	370,242	370,242	0
6242 Machinery & Equip R&M	7,544	2,513	8,750	2,628	8,750	500,000	500,000	0
6249 Sundry Repair & Maint	1,176,719	1,672,774	1,658,879	1,068,365	1,629,794	2,162,752	2,104,336	0
6310 Office Supplies	22,662	12,807	9,895	2,345	9,895	23,920	11,570	0
6320 Publications/Dues/Supscription	50	50	1,310	280	1,310	1,310	1,310	0
6330 Travel	5,662	1,786	28,625	997	28,625	30,200	30,200	0
6340 Operating Supplies	23,909	31,877	28,750	9,069	28,750	34,248	34,248	0
6420 Training Expense	45,116	65,536	85,749	24,004	82,539	74,000	74,000	0
6470 Non Capital Outlay	70,676	92,561	73,498	36,123	72,778	109,315	109,315	0
6510 Insurance Expense	13,761	19,824	22,000	0	22,000	24,200	24,200	0
6532 Building/Office Lease	42,189	49,844	49,844	0	49,844	51,340	51,340	0
6533 Equipment Lease	0	0	110,000	0	110,000	110,000	110,000	0
6540 Depreciation	466,562	329,213	0	0	0	0	0	0
6600 Debt Service	3,523	1,578	0	0	0	0	0	0
6710 Equipment/Furniture	446,677	1,278,465	422,745	465,570	619,805	1,349,299	1,349,299	0
6800 Cost Allocations	0	300	0	(33,424)	0	0	(629,262)	0
Total Expenditures	5,263,086	6,889,840	6,397,225	3,411,935	6,563,761	9,106,578	8,326,861	0
COUNTY SHARE	(1,648,985)	(2,304,313)	(1,968,076)	(228,784)	(2,085,980)	(3,928,420)	(2,177,011)	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
07 INFORMATION TECHNOLOGY

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1438 LAW RECORDS								
Revenues:								
Total Revenues	0	0	0	0	0	0	0	0
Expenditures:								
6110 Productive Wages	95,278	171,323	140,574	80,280	149,822	149,339	149,339	0
6121 Overtime Wages-Productive	3,618	7,397	4,000	1,517	4,000	4,000	4,000	0
6140 FICA	7,616	13,796	11,061	6,298	11,767	11,730	11,730	0
6150 Retirement	6,536	12,172	9,770	5,557	10,383	9,967	9,967	0
6160 Insurance Benefits	34,438	39,475	42,366	42,002	42,364	33,742	33,742	0
6210 Professional Services	0	0	0	0	0	480	480	0
6221 Telephone Services	0	0	624	0	0	624	624	0
6240 Repair & Maintenance Serv	0	41,178	97,133	97,133	97,133	98,100	98,100	0
6249 Sundry Repair & Maint	269,545	340,226	299,844	299,565	299,565	307,658	307,658	0
6320 Publications/Dues/Supscription	0	0	150	0	150	150	150	0
6330 Travel	949	44	2,200	0	2,200	2,200	2,200	0
6420 Training Expense	4,397	0	2,850	0	2,850	2,850	2,850	0
6470 Non Capital Outlay	0	1,286	0	0	0	0	0	0
6710 Equipment/Furniture	17,000	0	0	0	0	1,225	1,225	0
Total Expenditures	439,377	626,897	610,572	532,352	620,234	622,065	622,065	0
 COUNTY SHARE	 (439,377)	 (626,897)	 (610,572)	 (532,352)	 (620,234)	 (622,065)	 (622,065)	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
07 INFORMATION TECHNOLOGY

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1440 GENERAL LEDGER UPGRADE								
Revenues:								
4150 Sales Tax Revenue	227,203	227,203	0	0	0	0	0	0
4690 Misc General Revenue	(227,203)	(227,203)	0	0	0	0	0	0
Total Revenues	0	0	0	0	0	0	0	0
Expenditures:								
6470 Non Capital Outlay	143,335	158,165	0	540	0	0	0	0
6490 Other Supplies	(104,150)	(143,335)	0	0	0	0	0	0
Total Expenditures	39,185	14,830	0	540	0	0	0	0
 COUNTY SHARE	 (39,185)	 (14,830)	 0	 (540)	 0	 0	 0	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
07 INFORMATION TECHNOLOGY

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1444 IT CAPITAL PROJECTS								
Revenues:								
4150 Sales Tax Revenue	0	819,130	361,315	0	0	0	225,000	0
4640 Fund Balance	0	0	75,000	0	75,000	0	0	0
4700 Transfer In	0	0	182,673	0	182,673	0	0	0
Total Revenues	0	819,130	618,988	0	257,673	0	225,000	0
Expenditures:								
6210 Professional Services	34,132	5,826	4,808	9,475	4,808	210,000	210,000	0
6221 Telephone Services	96,268	27,661	105,331	6,817	105,331	0	0	0
6470 Non Capital Outlay	1,800	7,080	33,972	0	33,972	0	0	0
6710 Equipment/Furniture	176,215	925,313	474,877	64,666	474,877	168,000	313,000	0
6800 Cost Allocations	0	0	0	0	0	0	(204,400)	0
Total Expenditures	308,415	965,880	618,988	80,958	618,988	378,000	318,600	0
 COUNTY SHARE	 (308,415)	 (146,750)	 0	 (80,958)	 (361,315)	 (378,000)	 (93,600)	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
07 INFORMATION TECHNOLOGY

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1446 VIDEO CONFERENCING								
Revenues:								
4150 Sales Tax Revenue	450,000	0	0	0	0	0	0	0
4690 Misc General Revenue	(450,000)	0	0	0	0	0	0	0
Total Revenues	0	0	0	0	0	0	0	0
Expenditures:								
6470 Non Capital Outlay	485,927	0	0	0	0	0	0	0
6490 Other Supplies	(273,938)	0	0	0	0	0	0	0
Total Expenditures	211,989	0	0	0	0	0	0	0
 COUNTY SHARE	 (211,989)	 0	 0	 0	 0	 0	 0	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
07 INFORMATION TECHNOLOGY

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
Total For Location: INFORMATION TECHNOLOGY	(2,647,951)	(3,092,790)	(2,578,648)	(842,634)	(3,067,529)	(4,928,485)	(2,892,676)	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
14 COUNTY CLERK

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1410 COUNTY CLERK								
Revenues:								
4220 State Aid	0	142,986	0	0	0	0	0	0
4350 Licenses	45,595	44,888	41,250	18,865	44,000	45,375	45,375	0
4410 Miscellaneous Fees	145,316	59,501	90,125	32,013	73,775	122,400	122,400	0
4620 Sale of County Property	12	0	0	0	0	0	0	0
Total Revenues	190,923	247,375	131,375	50,878	117,775	167,775	167,775	0
Expenditures:								
6110 Productive Wages	168,266	163,077	171,672	76,543	168,330	218,624	218,624	0
6121 Overtime Wages-Productive	196	8,404	1,000	1,647	2,000	3,000	3,000	0
6140 FICA	12,852	13,098	13,209	5,972	13,030	16,954	16,954	0
6150 Retirement	11,050	10,760	11,655	5,263	11,497	14,308	14,308	0
6160 Insurance Benefits	63,195	43,530	50,891	49,998	50,902	67,514	67,514	0
6170 Other Compensation	114	111	91	91	91	91	91	0
6221 Telephone Services	1,621	2,780	2,500	1,212	2,700	2,700	2,700	0
6240 Repair & Maintenance Serv	0	0	0	362	0	0	0	0
6310 Office Supplies	10,381	6,204	11,000	3,375	8,800	13,100	13,100	0
6320 Publications/Dues/Supscription	190	190	190	190	190	190	190	0
6340 Operating Supplies	0	68,615	0	0	0	0	0	0
6420 Training Expense	1,572	537	1,755	205	500	2,250	2,250	0
6710 Equipment/Furniture	1,438	61,450	0	0	0	350	350	0
Total Expenditures	270,875	378,756	263,963	144,858	258,040	339,081	339,081	0
 COUNTY SHARE	 (79,952)	 (131,381)	 (132,588)	 (93,980)	 (140,265)	 (171,306)	 (171,306)	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
14 COUNTY CLERK

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1411 ELECTIONS								
Revenues:								
4220 State Aid	0	9,938	0	0	0	0	0	0
4410 Miscellaneous Fees	69	2,858	50	189	250	400	400	0
4520 Intergov Charges-Municipality	18,099	59,047	17,500	33,274	33,274	34,120	34,120	0
4600 Contributions	600	0	0	0	0	0	0	0
Total Revenues	18,768	71,843	17,550	33,463	33,524	34,520	34,520	0
Expenditures:								
6210 Professional Services	50	411	400	135	135	1,000	1,000	0
6221 Telephone Services	1,924	3,296	2,260	1,934	3,253	3,510	3,510	0
6240 Repair & Maintenance Serv	559	200	4,033	0	4,033	4,033	4,033	0
6249 Sundry Repair & Maint	31,860	26,000	27,400	26,000	27,400	27,715	27,715	0
6310 Office Supplies	22,257	134,085	38,500	24,261	37,500	110,500	110,500	0
6320 Publications/Dues/Supscription	200	498	320	200	320	320	320	0
6330 Travel	6	0	0	0	0	0	0	0
6340 Operating Supplies	0	168	0	0	0	0	0	0
6420 Training Expense	3,239	150	3,600	498	1,123	3,600	3,600	0
6710 Equipment/Furniture	5,145	0	35,000	17,888	17,888	17,112	17,112	0
Total Expenditures	65,240	164,808	111,513	70,916	91,652	167,790	167,790	0
 COUNTY SHARE	 (46,472)	 (92,965)	 (93,963)	 (37,453)	 (58,128)	 (133,270)	 (133,270)	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
14 COUNTY CLERK

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
Total For Location: COUNTY CLERK	(126,424)	(224,346)	(226,551)	(131,433)	(198,393)	(304,576)	(304,576)	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
15 TREASURER'S OFFICE

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1540 COUNTY TREASURER								
Revenues:								
4100 Property Taxes	26,381	25,340	25,000	25,131	25,131	25,000	25,000	0
4110 Retained Sales Tax	133	120	128	61	120	128	128	0
4190 Interest on Taxes	1,411,055	1,043,376	1,400,000	672,587	997,587	1,400,000	1,400,000	0
4390 Other Reg&Compliance Fees	19,939	31,093	8,000	7,731	47,700	8,000	8,000	0
4410 Miscellaneous Fees	43,301	57,737	56,000	55,479	57,000	56,000	56,000	0
4630 Interest Revenue	2,327,851	1,700,730	1,800,000	(17,807)	200,000	1,000,000	1,000,000	0
4690 Misc General Revenue	826,398	82,394	3,155	1,794	3,155	55,685	55,685	0
Total Revenues	4,655,058	2,940,790	3,292,283	744,976	1,330,693	2,544,813	2,544,813	0
Expenditures:								
6110 Productive Wages	197,707	200,942	193,250	93,181	195,000	215,713	215,713	0
6121 Overtime Wages-Productive	19	8	300	0	300	300	300	0
6140 FICA	14,914	15,150	14,592	7,127	14,592	16,525	16,525	0
6150 Retirement	12,565	13,404	12,876	6,010	12,900	13,716	13,716	0
6160 Insurance Benefits	69,073	55,007	67,872	66,805	67,729	67,560	67,567	0
6170 Other Compensation	152	160	160	160	160	160	160	0
6210 Professional Services	1,396	1,420	1,465	733	1,465	1,510	1,510	0
6221 Telephone Services	2,176	2,288	1,900	1,118	1,900	2,100	2,100	0
6240 Repair & Maintenance Serv	206	206	200	0	200	200	200	0
6310 Office Supplies	11,987	17,502	12,300	11,764	17,500	12,800	12,800	0
6320 Publications/Dues/Supscription	100	0	105	100	100	105	105	0
6330 Travel	1,833	419	1,600	0	700	1,600	1,600	0
6420 Training Expense	325	75	400	0	300	400	400	0
6490 Other Supplies	17,653	16,764	19,000	8,910	19,000	20,000	20,000	0
6710 Equipment/Furniture	675	0	0	0	0	0	0	0
Total Expenditures	330,781	323,345	326,020	195,908	331,846	352,689	352,696	0
COUNTY SHARE	4,324,277	2,617,445	2,966,263	549,068	998,847	2,192,124	2,192,117	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
15 TREASURER'S OFFICE

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1541 TAX DEED EXPENSE								
Revenues:								
4620 Sale of County Property	119,893	0	125,000	0	0	100,000	100,000	0
4690 Misc General Revenue	0	(30)	0	0	0	0	0	0
Total Revenues	119,893	(30)	125,000	0	0	100,000	100,000	0
Expenditures:								
6420 Training Expense	0	100	0	0	0	0	0	0
6490 Other Supplies	(49,406)	4,091	25,000	(1,888)	7,500	80,000	80,000	0
Total Expenditures	(49,406)	4,191	25,000	(1,888)	7,500	80,000	80,000	0
 COUNTY SHARE	 169,299	 (4,221)	 100,000	 1,888	 (7,500)	 20,000	 20,000	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
15 TREASURER'S OFFICE

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
Total For Location: TREASURER'S OFFICE	4,493,576	2,613,224	3,066,263	550,956	991,347	2,212,124	2,212,117	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
17 REGISTER OF DEEDS

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1710 REGISTER OF DEEDS								
Revenues:								
4410 Miscellaneous Fees	976,900	1,184,989	912,400	579,528	1,056,500	947,500	982,500	0
4620 Sale of County Property	3,412	3,938	3,875	1,175	4,000	7,750	7,750	0
Total Revenues	980,312	1,188,927	916,275	580,703	1,060,500	955,250	990,250	0
Expenditures:								
6110 Productive Wages	319,522	312,171	320,047	143,048	309,937	347,991	347,991	0
6121 Overtime Wages-Productive	0	560	5,000	17	500	3,000	3,000	0
6140 FICA	24,344	23,709	24,866	10,890	23,595	26,851	26,851	0
6150 Retirement	20,958	21,011	21,941	9,326	20,206	22,814	22,814	0
6160 Insurance Benefits	124,236	113,171	108,531	107,007	108,901	114,778	114,778	0
6170 Other Compensation	212	209	174	174	174	174	174	0
6221 Telephone Services	2,224	2,508	2,600	1,306	2,600	2,600	2,600	0
6240 Repair & Maintenance Serv	825	825	1,025	850	1,025	1,025	1,025	0
6310 Office Supplies	14,156	13,737	17,600	8,452	15,100	19,775	19,775	0
6420 Training Expense	2,438	495	3,000	466	1,500	3,000	3,000	0
6800 Cost Allocations	(10,250)	(10,537)	(15,000)	0	0	0	0	0
Total Expenditures	498,665	477,859	489,784	281,536	483,538	542,008	542,008	0
 COUNTY SHARE	 481,647	 711,068	 426,491	 299,167	 576,962	 413,242	 448,242	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
17 REGISTER OF DEEDS

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1715 ROD REDACTION PROJECT								
Revenues:								
4640 Fund Balance	0	0	70,000	0	31,000	42,000	42,000	0
Total Revenues	0	0	70,000	0	31,000	42,000	42,000	0
Expenditures:								
6210 Professional Services	12,326	17,041	55,000	6,359	31,000	42,000	42,000	0
6310 Office Supplies	10,250	10,537	15,000	0	0	0	0	0
Total Expenditures	22,576	27,578	70,000	6,359	31,000	42,000	42,000	0
 COUNTY SHARE	 (22,576)	 (27,578)	 0	 (6,359)	 0	 0	 0	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
17 REGISTER OF DEEDS

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
Total For Location: REGISTER OF DEEDS	459,071	683,490	426,491	292,808	576,962	413,242	448,242	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1980 ARPA Funding								
Revenues:								
4210 Federal Aid	0	0	7,515,000	15,864,800	0	2,964,760	2,964,760	0
4630 Interest Revenue	0	0	0	168	0	0	0	0
Total Revenues	0	0	7,515,000	15,864,968	0	2,964,760	2,964,760	0
Expenditures:								
6210 Professional Services	0	0	1,665,000	0	0	1,540,398	1,540,398	0
6219 Other Professional Services	0	0	100,000	0	0	0	0	0
6310 Office Supplies	0	0	100,000	0	0	0	0	0
6340 Operating Supplies	0	0	650,000	0	0	0	0	0
6430 Recreational Supplies	0	0	5,000,000	0	0	0	0	0
6710 Equipment/Furniture	0	0	0	0	0	1,424,362	1,424,362	0
Total Expenditures	0	0	7,515,000	0	0	2,964,760	2,964,760	0
 COUNTY SHARE	 0	 0	 0	 15,864,968	 0	 0	 0	 0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 <u>Department Request</u>	2022 <u>Admin Recommends</u>	County Board <u>Approved</u>
Total For Location: ALL OTHER GENERAL GOVERNMENT	0	0	0	15,864,968	0	0	0	0

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

FE FINANCE COMM
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
TOTAL FOR FINANCE COMM	1,265,789	(1,023,870)	(425,588)	15,258,642	(2,722,999)	(3,785,764)	(1,713,722)	0

Rock County P03 - Budget Preparation Report

As Of: 10/13/2021

CI COMMUNITY INITIATIVES

For Fiscal Year: 2022

1919600000 Community Initiatives	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Rcmmndtns</u>	<u>Board Approved</u>
Revenues:								
41500 County Sales Tax	0	0	0	0	0	100,000	100,000	0
Total Revenues	0	0	0	0	0	100,000	100,000	0
Expenses:								
69510 Healthnet	57,000	42,750	57,000	28,500	57,000	57,000	57,000	0
69513 Heritage Rock County	22,546	22,546	27,546	27,546	27,546	27,546	22,546	0
69514 RSVP-Intergenerational	26,094	26,094	26,094	13,047	26,094	29,300	26,094	0
69515 RSVP-SVS	44,803	40,000	40,000	20,000	40,000	40,000	40,000	0
69516 YWCA-Care House	30,000	10,000	10,000	10,000	10,000	10,000	10,000	0
69517 YWCA-Domestic Violence Shelter	10,000	10,000	50,000	50,000	50,000	10,000	10,000	0
69518 Family Services	10,000	10,000	10,000	10,000	10,000	10,000	10,000	0
69519 CASA	10,000	10,000	20,000	20,000	20,000	30,000	20,000	0
69520 Tourism Council	5,500	5,500	5,500	5,500	5,500	5,500	5,500	0
69523 Fair Board	1,500	1,500	10,000	10,000	10,000	10,000	1,500	0
69525 Humane Society of So Wisconsin	0	0	0	0	0	100,000	100,000	0
69526 InTouch Outreach	0	0	5,000	5,000	5,000	0	0	0
69527 Fam Services/Sex Assault Re	0	0	0	0	0	25,000	10,000	0
69528 Rising Queens	0	0	0	0	0	50,000	5,000	0
Total Expenses	217,443	178,390	261,140	199,593	261,140	404,346	317,640	0
COUNTY SHARE	(217,443)	(178,390)	(261,140)	(199,593)	(261,140)	(304,346)	(217,640)	0

Rock County
P03 - Budget Preparation Report

As Of: 10/13/2021

For Fiscal Year: 2022

CI COMMUNITY INITIATIVES

1919600000 Community Initiatives
Object Code and Description

TOTAL FOR COMMUNITY INITIATIVE

	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Rcmmndtns</u>	County Board <u>Approved</u>
	(217,443)	(178,390)	(261,140)	(199,593)	(261,140)	(304,346)	(217,640)	0

Rock County
P03 - Budget Preparation Report

As Of: 10/13/2021

CI COMMUNITY INITIATIVES

For Fiscal Year: 2022

1919600000 Community Initiatives

Object Code and Description

Grand Total For All Revenues

Grand Total For All Expenses

Grand Total

	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Rcmmndtns</u>	County Board <u>Approved</u>
Grand Total For All Revenues	0	0	0	0	0	100,000	100,000	0
Grand Total For All Expenses	217,443	178,390	261,140	199,593	261,140	404,346	317,640	0
Grand Total	<u>(217,443)</u>	<u>(178,390)</u>	<u>(261,140)</u>	<u>(199,593)</u>	<u>(261,140)</u>	<u>(304,346)</u>	<u>(217,640)</u>	<u>0</u>

**ROCK COUNTY, WISCONSIN
P02 - 2022 BUDGET REPORT**

CW COUNTY WIDE
00 NOT APPLICABLE

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
0000 BALANCE SHEET ACCOUNT								
Revenues:								
4100 Property Taxes	67,654,578	70,291,330	72,576,118	72,576,118	72,576,018	82,427,200	73,697,623	0
4120 Forest Crop Taxes	6,133	6,836	5,000	4,617	4,617	5,000	5,000	0
4150 Sales Tax Revenue	8,500,472	10,975,820	7,522,973	7,167,871	7,522,973	7,522,973	7,522,973	0
4220 State Aid	6,469,897	6,366,780	7,199,778	166,270	7,638,025	7,834,502	7,834,502	0
4410 Miscellaneous Fees	834,716	0	0	0	0	0	0	0
4480 Rents & Commissions	26,381	30,907	25,000	7,487	15,000	15,000	15,000	0
4620 Sale of County Property	0	3,907	0	36,553	0	0	0	0
4630 Interest Revenue	8,941	9,803	0	1,416	0	0	0	0
4690 Misc General Revenue	68,854	77,176	100,000	975,166	100,000	100,000	100,000	0
4700 Transfer In	1,399,611	3,831,480	0	0	0	0	0	0
4900 Long-Term Debt Proceeds	6,941,238	0	0	3,284,630	0	0	0	0
Total Revenues	91,910,821	91,594,039	87,428,869	84,220,128	87,856,633	97,904,675	89,175,098	0
Expenditures:								
6160 Insurance Benefits	(2)	0	0	0	0	0	0	0
6340 Operating Supplies	0	0	0	1,766	0	0	0	0
6490 Other Supplies	12,909,848	6,966,531	0	240	0	0	0	0
6720 Capital Improvements	(430,702)	(182,263)	0	0	0	0	0	0
Total Expenditures	12,479,144	6,784,268	0	2,006	0	0	0	0
 COUNTY SHARE	 79,431,677	 84,809,771	 87,428,869	 84,218,122	 87,856,633	 97,904,675	 89,175,098	 0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
00 NOT APPLICABLE

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
Total For Location: NOT APPLICABLE	79,431,677	84,809,771	87,428,869	84,218,122	87,856,633	97,904,675	89,175,098	0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
05 FINANCE DEPARTMENT

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
1510 INDIRECT COST REIMBURSEMENT								
Revenues:								
4220 State Aid	317,494	286,778	415,000	0	415,000	383,410	383,410	0
Total Revenues	317,494	286,778	415,000	0	415,000	383,410	383,410	0
Expenditures:								
6210 Professional Services	8,165	0	8,325	8,245	8,325	8,410	8,410	0
Total Expenditures	8,165	0	8,325	8,245	8,325	8,410	8,410	0
 COUNTY SHARE	 309,329	 286,778	 406,675	 (8,245)	 406,675	 375,000	 375,000	 0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
05 FINANCE DEPARTMENT

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
Total For Location: FINANCE DEPARTMENT	309,329	286,778	406,675	(8,245)	406,675	375,000	375,000	0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1910 PROPERTY & LIABILITY INSURANCE								
Revenues:								
4630 Interest Revenue	54,675	50,495	50,000	39,691	39,691	35,000	35,000	0
4640 Fund Balance	0	0	200,000	0	0	565,000	565,000	0
Total Revenues	54,675	50,495	250,000	39,691	39,691	600,000	600,000	0
Expenditures:								
6510 Insurance Expense	812,448	(14,650)	400,000	753,643	600,000	600,000	600,000	0
Total Expenditures	812,448	(14,650)	400,000	753,643	600,000	600,000	600,000	0
 COUNTY SHARE	 (757,773)	 65,145	 (150,000)	 (713,952)	 (560,309)	 0	 0	 0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1911 BONDS OF COUNTY EMPLOYEES								
Expenditures:								
6520 Premiums on Surety Bond	1,376	999	6,500	6,853	6,853	1,500	1,500	0
Total Expenditures	1,376	999	6,500	6,853	6,853	1,500	1,500	0
COUNTY SHARE	(1,376)	(999)	(6,500)	(6,853)	(6,853)	(1,500)	(1,500)	0

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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1912 WORKERS COMPENSATION								
Revenues:								
4530 Charges-Other County Dept	775,535	753,576	750,000	749,068	750,000	750,000	750,000	0
Total Revenues	775,535	753,576	750,000	749,068	750,000	750,000	750,000	0
Expenditures:								
6170 Other Compensation	430,593	790,771	750,000	340,950	750,000	750,000	750,000	0
Total Expenditures	430,593	790,771	750,000	340,950	750,000	750,000	750,000	0
 COUNTY SHARE	 344,942	 (37,195)	 0	 408,118	 0	 0	 0	 0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1913 UNEMPLOYMENT COMPENSATION								
Expenditures:								
6170 Other Compensation	20,398	39,878	25,000	10,150	25,000	25,000	25,000	0
Total Expenditures	20,398	39,878	25,000	10,150	25,000	25,000	25,000	0
COUNTY SHARE	(20,398)	(39,878)	(25,000)	(10,150)	(25,000)	(25,000)	(25,000)	0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1915 HEALTH INSURANCE								
Revenues:								
Total Revenues	0	0	0	0	0	0	0	0
Expenditures:								
6160 Insurance Benefits	0	18,860,949	21,300,000	9,746,138	21,300,000	24,132,660	24,132,660	0
6210 Professional Services	755,171	161,240	145,500	30,615	145,500	96,000	96,000	0
6219 Other Professional Services	338,054	53,460	100,000	22,828	100,000	100,000	100,000	0
6460 Program Expenses	21,696,710	(835,584)	0	(21,648)	0	0	0	0
6490 Other Supplies	141,601	90,742	45,000	2,302	45,000	45,000	45,000	0
6510 Insurance Expense	1,117,568	0	0	0	0	0	0	0
6800 Cost Allocations	(21,087,486)	(20,948,620)	(21,290,500)	(22,691,682)	(21,290,000)	(24,373,660)	(24,373,660)	0
Total Expenditures	2,961,618	(2,617,813)	300,000	(12,911,447)	300,500	0	0	0
 COUNTY SHARE	 (2,961,618)	 2,617,813	 (300,000)	 12,911,447	 (300,500)	 0	 0	 0

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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1916 DENTAL INSURANCE								
Revenues:								
4410 Miscellaneous Fees	1,101,446	1,090,484	1,130,000	543,200	1,130,000	1,130,000	1,130,000	0
Total Revenues	1,101,446	1,090,484	1,130,000	543,200	1,130,000	1,130,000	1,130,000	0
Expenditures:								
6210 Professional Services	41,197	40,852	45,000	12,253	45,000	45,000	45,000	0
6460 Program Expenses	933,543	803,673	1,085,000	495,901	1,085,000	1,085,000	1,085,000	0
Total Expenditures	974,740	844,525	1,130,000	508,154	1,130,000	1,130,000	1,130,000	0
 COUNTY SHARE	 126,706	 245,959	 0	 35,046	 0	 0	 0	 0

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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1921 GENERAL FUND								
Revenues:								
4700 Transfer In	0	0	5,000	0	0	0	0	0
Total Revenues	0	0	5,000	0	0	0	0	0
COUNTY SHARE	0	0	5,000	0	0	0	0	0

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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1922 CONTINGENCY FUND								
Expenditures:								
6490 Other Supplies	0	0	125,000	0	0	75,000	75,000	0
Total Expenditures	0	0	125,000	0	0	75,000	75,000	0
COUNTY SHARE	0	0	(125,000)	0	0	(75,000)	(75,000)	0

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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
1932 EMPLOYEE RELATED								
Revenues:								
4410 Miscellaneous Fees	489	318	1,200	0	1,200	1,200	1,200	0
4480 Rents & Commissions	4,866	2,852	5,900	1,307	5,900	5,900	5,900	0
4700 Transfer In	5,000	5,000	9,095	0	9,095	5,000	5,000	0
Total Revenues	10,355	8,170	16,195	1,307	16,195	12,100	12,100	0
Expenditures:								
6490 Other Supplies	11,495	4,103	12,100	2,113	12,100	12,100	12,100	0
6710 Equipment/Furniture	0	0	4,095	0	4,095	0	0	0
Total Expenditures	11,495	4,103	16,195	2,113	16,195	12,100	12,100	0
 COUNTY SHARE	 (1,140)	 4,067	 0	 (806)	 0	 0	 0	 0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1990 REFUND OF PRIOR YEARS REVENUES								
Expenditures:								
6490 Other Supplies	78,352	530,164	0	56,282	0	0	0	0
Total Expenditures	78,352	530,164	0	56,282	0	0	0	0
COUNTY SHARE	(78,352)	(530,164)	0	(56,282)	0	0	0	0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
1991 ADD'L EXPENDITURES-PRIOR YEARS								
Expenditures:								
6490 Other Supplies	23,065	31,605	0	4,929	0	0	0	0
Total Expenditures	23,065	31,605	0	4,929	0	0	0	0
COUNTY SHARE	(23,065)	(31,605)	0	(4,929)	0	0	0	0

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CW COUNTY WIDE
19 ALL OTHER GENERAL GOVERNMENT

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
Total For Location: ALL OTHER GENERAL GOVERNMENT	(3,372,074)	2,293,143	(601,500)	12,561,639	(892,662)	(101,500)	(101,500)	0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
75 DEBT SERVICE

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department</u>	<u>Admin</u>	<u>Board</u>
						<u>Request</u>	<u>Recommends</u>	<u>Approved</u>
7000 PRINCIPAL ON BONDS & NOTES								
Expenditures:								
6600 Debt Service	(1,917,952)	3,889,279	8,085,000	0	5,600,229	8,540,000	8,540,000	0
Total Expenditures	(1,917,952)	3,889,279	8,085,000	0	5,600,229	8,540,000	8,540,000	0
COUNTY SHARE	1,917,952	(3,889,279)	(8,085,000)	0	(5,600,229)	(8,540,000)	(8,540,000)	0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
75 DEBT SERVICE

Org Key and Description	2019	2020	2021	Actual As of	12/31/2021	2022	2022	County
<u>Object Code and Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>6/30/2021</u>	<u>Estimate</u>	<u>Department Request</u>	<u>Admin Recommends</u>	<u>Board Approved</u>
7010 INTEREST ON BONDS & NOTES								
Revenues:								
4640 Fund Balance	0	0	273,275	0	0	1,500,000	1,500,000	0
Total Revenues	0	0	273,275	0	0	1,500,000	1,500,000	0
Expenditures:								
6210 Professional Services	0	0	0	750	1,500	0	0	0
6600 Debt Service	5,472,591	613,533	942,278	1,885,276	1,885,276	1,428,261	1,428,261	0
Total Expenditures	5,472,591	613,533	942,278	1,886,026	1,886,776	1,428,261	1,428,261	0
 COUNTY SHARE	 (5,472,591)	 (613,533)	 (669,003)	 (1,886,026)	 (1,886,776)	 71,739	 71,739	 0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
75 DEBT SERVICE

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
Total For Location: DEBT SERVICE	(3,554,639)	(4,502,812)	(8,754,003)	(1,886,026)	(7,487,005)	(8,468,261)	(8,468,261)	0

**ROCK COUNTY, WISCONSIN
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CW COUNTY WIDE
75 DEBT SERVICE

Org Key and Description <u>Object Code and Description</u>	2019 <u>Actual</u>	2020 <u>Actual</u>	2021 <u>Budget</u>	Actual As of <u>6/30/2021</u>	12/31/2021 <u>Estimate</u>	2022 Department <u>Request</u>	2022 Admin <u>Recommends</u>	County Board <u>Approved</u>
TOTAL FOR COUNTY WIDE	72,814,293	82,886,880	78,480,041	94,885,490	79,883,641	89,709,914	80,980,337	0