AGENDA
Executive Committee
Tuesday, June 12, 2018 – 5:00 pm
Health & Human Services Center – Room 1001
303 W. Chapel Street
Dodgeville, Wisconsin

Iowa County Wisconsin

For information regarding access for the disabled please call 935-0399.

Any subject on this agenda may become an action item.

1	Call to order.
2	Roll Call.
3	Approve the agenda for this June 12, 2018 meeting.
4	Approve the minutes of the April 10, 2018 meeting.
5	Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken.
6	Consider a partnership between the county and ComElec to provide fiber internet service to Rewey.
7	Consider Resolution Recommending 2018 Budget Amendment/Transfers for the Clerk of Court Operating Budget.
8	Consider Resolution to Correct Carryover Amount from 2017 to 2018.
9	Consider possible building sites for the proposed Law Enforcement Center.
10	Consider designating the Lands' End TIF money returned to the County for the purchase of land.
11	Consider Bloomfield's 2018 budget.
12	Appointment of a representative to the Revolving Loan Fund Committee.
13	Preliminary Financial Reports for the period ending March 31, 2018.
14	Consider Iowa County Policy 311 – Events Recognition Account.
15	Chair's report.
16	Set date and time for next meeting. (7/17/18)
17	Adjournment.

Posting verified by the County Clerk's Office: Date: 6/7/18 Initials: GK

	Draft Minutes of the Executive Committee Tuesday, April 10, 2018 – 5:00 pm Health & Human Services Center – Community Room 303 W. Chapel Street Dodgeville, Wisconsin	**Iowa County Wisconsin**

1	Call to order. Vice-Chair Carol Anderson called the April 10, 2018 Executive Committee to order at 5:00 p.m.
2	Present at roll call: Carol Anderson, Ron Benish, Jeremy Meek, Dan Nankee, Greg Parman and Curt Peterson. Excused: John Meyers Others present: Larry Bierke, Roxie Hamilton, and Allison Leitzinger
3	Approve the agenda for this April 10, 2018 meeting. Motion by Sup. Nankee seconded by Sup. Benish to approved the agenda for the April 10, 2018 Executive Committee. Motion Carried.
4	Approve the minutes of the March 13, 2018 meeting. Motion by Sup. Benish seconded by Sup. Peterson to approve the minutes of the March 13, 2018 meeting. Motion Carried.
5	Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken. Sup. Benish thanked Sup. Parman and Sup. Anderson for their years of service on the County Board. Sup. Nankee commented on how much information has been included in the articles in the Dodgeville Chronicle on the work of the Jail Committee. Sup. Nankee mentioned there is a resolution on next week's Board agenda forwarded from the Health & Human Services Committee to assist in decreasing the operating cost at Bloomfield Healthcare & Rehabilitation Center.
6	Consider the Bloomfield Healthcare & Rehabilitation Center's budget. Larry Bierke distributed a summary of the 12/31/17 revenue and expenditure for the Bloomfield Healthcare and Rehabilitation Center to apprise the committee of the loss Bloomfield incurred in 2017. Discussion followed. No action was taken at this time.
7	Consider the Resolution Recommending 2017 Budget Amendments for Various Departments. Motion Sup. Benish seconded by Sup. Parman to approve and forward to the County Board the Resolution Recommending 2017 Budget Amendments for Various Departments. Motion Carried.

8	Consider the Resolution Recommending Transfer of Funds from the Iowa County General Fund to Cover Expenditures in Excess of Budget for 2017. Motion by Sup. Parman seconded by Sup. Nankee to approve and forward to the County Board the Resolution Recommending Transfer of Funds from the Iowa County General Fund to Cover Expenditures in Excess of Budget for 2017. Motion Carried.
9	Consider the Resolution Recommending Transfer of Funds from the Iowa County Capital Projects Fund to Cover Expenditures for the Court Security Renovation Project for 2017 Motion by Sup. Meek seconded by Sup. Peterson to approve and forward the Resolution Recommending Transfer of Funds from the Iowa County Capital Projects Fund to Cover Expenditures for the Court Security Renovation Project for 2017. Motion Carried.
10	Consider the Resolution Reporting the Carryover Amounts from 2017 to 2018. Motion by Sup. Benish seconded by Sup. Peterson to approve and forward to the County Board the Resolution Reporting the Carryover Amounts from the 2017 to 2018. Motion Carried.
11	Consider Iowa County Draft Policy Section 100. Motion by Sup. Benish seconded by Sup. Peterson to recommend Iowa County Draft Policy Section 100 to the County Board. Motion Carried.
12	Consider Iowa County Draft Policy Section 200. Motion by Sup. Nankee seconded by Sup. Parman to recommend Iowa County Draft Policy Section 200 to the Iowa County Board. Motion Carried.
13	Consider Iowa County Draft Policy Section 300. Motion by Sup. Parman seconded by Sup. Benish to recommend Iowa County Draft Policy Section 300 to the Iowa County Board. Motion Carried.
14	Consider Iowa County Draft Policy Section 400. Motion by Sup. Parman seconded by Sup. Nankee to recommend Iowa County Draft Policy Section 400 to the County Board with the change to policy 421 section 5C to remove the word the in the last section and to approve policy 421 to apply to all employees. Motion Carried.
15	Consider Iowa County Draft Policy Section 500. Motion by Sup. Nankee seconded by Sup. Peterson to approve Iowa County Draft Policy Section 500 to the County Board. Motion Carried.
16	Consider Iowa County Draft Policy Section 600. Motion by Sup. Parman seconded by Sup. Benish to approve Iowa County Draft Policy Section 600 to the County Board. Motion Carried.
17	Chair's report. No Chair report.

18	Set date and time for next meeting. (5/8/18) The next meeting is set for May 8, 2018.
19	Adjournment. Motion by Sup. Parman seconded by Sup. Meek to adjourn at 6:15 p.m. Motion Carried.
Prepared by Roxie Hamilton. Reviewed by Sup Nankee, Committee Secretary on 4/16/2018.	

AGENDA ITEM COVER SHEET

Title: Rewey Fiber Internet Service

◉ Original ◯ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

In 2018, Iowa County and ComElec formed a public/private partnership to go after a grant from the Wisconsin Public Service Commission for the installation of broadband services in Rewey, Linden, and Cobb. We did not receive that grant.

Since then, ComElec and the County Administrator have been trying to find a way to move forward with a piece of that project without the State Funding. Attached is an estimate provided by ComElec for serving the Village of Rewey with home to home fiber broadband Internet access. Would Iowa County be willing to contribute the $100,000 to this project? Iowa County was prepared to contribute $100,000 under the grant proposal, so funds are available in the budget. This project is only a portion of the larger project, but the state is also not contributing $400,000 they were asked to under the grant proposal.

RECOMMENDATIONS (IF ANY):

Discuss proposal and provide staff with direction as to whether to engage in this public/private partnership for Broadband.

ANY ATTACHMENTS? (Only 1 copy is needed) ◉ Yes ◯ No If yes, please list below:

Project estimate is attached

FISCAL IMPACT:

Request is to utilize $100,000 previously budgeted for Broadband Grant Match.

LEGAL REVIEW PERFORMED: ◯ Yes ◉ No **PUBLICATION REQUIRED:** ◯ Yes ◉ No

STAFF PRESENTATION?: ◯ Yes ◉ No How much time is needed? ______________

COMPLETED BY: Larry Bierke **DEPT:** County Administrator

2/3 VOTE REQUIRED: ◯ Yes ◉ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: **AGENDA ITEM #**

COMMITTEE ACTION:

Rewey WI	Zone North			Qty Total	Price	Total Price
Fiber						
12 Strand	3200			3200	$0.23	$736.00
24 Strand	2200			2200	$0.36	$792.00
48 Strand	8300			8300	$0.47	$3,901.00
96 Strand				0	$0.88	$0.00
144 Strand				0	$1.22	$0.00
Conduit 2 inch	13000			13000	$0.97	$12,610.00
Conduit 1 1/4 for feeder	1800			1800	$0.72	$1,296.00
Splice Cases						
Small Fiber Splice Case	25			25	$150.00	$3,750.00
Medium Fiber Splice Case				0	$300.00	$0.00
Large Fiber Splice Case	1			1	$400.00	$400.00
Vaults						
Small Plastic Vault	29			29	$45.00	$1,305.00
Medium Plastic Vault	16			16	$130.00	$2,080.00
Medium Concrete Vault	13			13	$200.00	$2,600.00
Large Concrete Vault	1			1	$650.00	$650.00
Headend Equipment						
Adtran TA5000	1			1	$40,000.00	$40,000.00
Fiber GPON Splitters	5			5	$25.00	$125.00
Cabinet for Headend	1			1	$1,800.00	$1,800.00
CPE Equipment					50% Take	$14,896.00
Fiber Modem				76	$85.00	$6,460.00
Outdoor Enclosuer				76	$30.00	$2,280.00
Fiber Jumpers				76	$36.00	$2,736.00
Fiber Drop to Home/Business				22800	$0.15	$3,420.00
					Microwave Feed	$9,000.00
					Equipment	$95,941.00
					Labor to install conduit	$103,600.00
					Labor to pull, splice, install fiber to the homes	$25,000.00
					Engineering	$25,000.00
					Total	$249,541.00

LABOR (Comelec) + 75,000

$324,541

AGENDA ITEM COVER SHEET

Title: Clerk of Court Budget Amendment ◉ Original ◯ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Recently Iowa County has updated the technology in the County Courtroom. As a part of this technology upgrade, it has been discovered that there are additional phone functionalities that staff would like to utilize. In order to complete the upgrade to the communications system in the courtroom, additional dollars are needed. The Clerk of Court Department is requesting an amendment to their budget to accommodate this purchase. It is anticipated that the Clerk of Court Department will exceed their 2018 revenue projections and that funding will (or is already) be available.

RECOMMENDATIONS (IF ANY):

Staff recommends that the County Board consider this budget amendment to facilitate adding additional functionality to the phone/communications system in the courtroom.

ANY ATTACHMENTS? (Only 1 copy is needed) ◉ Yes ◯ No If yes, please list below:

Resolution is attached. Work estimate is also attached.

FISCAL IMPACT:

The revenue for the purchase has already been received. This Resolution adds $6,000 to an expense in order to cover the cost of the technology upgrade.

LEGAL REVIEW PERFORMED: ◯ Yes ◉ No **PUBLICATION REQUIRED:** ◯ Yes ◯ No

STAFF PRESENTATION?: ◯ Yes ◉ No How much time is needed? ____________

COMPLETED BY: Larry Bierke **DEPT:** County Administrator

2/3 VOTE REQUIRED: ◉ Yes ◯ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: **AGENDA ITEM #**

COMMITTEE ACTION:

Resolution No. _______

Recommendation of 2018 Budget Amendment/Transfers for Clerk of Court Operating Budget

WHEREAS, the Iowa County Board of Supervisors approved the 2018 Budget at the November 14, 2017 County Board meeting and approved Resolution 7-1117 approving the budgets and funds for Iowa County for the fiscal year beginning January 1, 2018 and ending December 31, 2018; and

WHEREAS, the staff in the Iowa County Court system have requested additional functionality in the design and programming of the Audio Video control system for the courtrooms located at the Iowa County Courthouse; and

WHEREAS, the major items of the project will add new functionality to the phone/video conference programming to add the capability to hold a video conference and add in a phone line conversation at the same time. The project also adds the capability to have two-way phone conference for the ability to initiate one phone call and add a second line into the one phone conference; and

WHEREAS, the Clerk of Courts department anticipates 2018 department revenues will exceed the budget; and

NOW, THEREFORE, BE IT RESOLVED the Iowa County Executive Committee adopts the recommendation to amend the 2018 budget to increase the revenue and expenditure budget within the Clerk of Court Department in the amount of $6,000.00 per the following list of accounts:

REVENUE	**Amount of Increase**	**EXPENSE**	**Amount of (Increase)**
Clerk of Courts Department:			
100.04.45120.00000.000 Clerk of Court Dept. County Share of Fines & Forfeitures	$ 6,000.00	100.04.51220.00000.801 Clerk of Court Capital Outlay	$6,000.00

BE IT FURTHER RESOLVED the Iowa County Board of Supervisors directs the County Clerk to publish this budget transfer pursuant to Wisconsin State Statute number 65.90 (5) (a) per the statutory requirement.

41 Means Drive
Platteville, WI 53818
(800) 236-4327

Iowa County Courthouse

Dodgeville, WI

Courtroom – Design and Programming Control System and Touch Panels
And Additional Needs

March 27, 2018

Objective

The client has requested additional functionality not addressed in the original design and programming of the Audio Video control system for the courtrooms. This project will add the new functionality and following a meeting with staff on March 22nd, it will take their input to create a new more user-friendly layout as well.

Other equipment needs will be addressed as *Optional* later in this document.

Design Needs/Statement of Work

Major Items - Needed functionality:

- **Phone/Video Conference** – the capability to hold a video conference and add in a phone line conversation at the same time.

- **Two-way Phone Conference** – the ability to initiate one phone call and add a second line into one phone conference.

  *This feature relies on the ability of the original courtroom phone system to accomplish this task.

Other Items to be Addressed:

- **Eliminate two modes, i.e.; Presentation Mode and Video Conference Mode** – with the redesign this screen will not be needed. The home screen will allow user to choose from any needed functionality.

- **Eliminate two camera views from the top of the Presentation Mode screen** – in the redesign these camera views will not be needed, freeing up space.

- **Buttons for Phone System** – a new phone dialer layout will be used following input from staff.

- **Buttons for Video Conferencing System** – a new layout will be used following input from staff. Allow better use of symbols and additional digits for extension numbers. Will add "speed dial" buttons to access most common video conference locations (such as Iowa County Jail site).

- **Clerk's Desk Monitor Speaker** – eliminate Judge's microphone from monitor speaker.

*A new monitor screen will be added at the Clerk's desk to allow for better viewing of the video conferencing options when dialing, etc. This feature is listed later in the *Optional* section because of new equipment that will need to be added at a cost.

- Lifeline Audio Video will need 3-4 weeks for this programming project. Initial screen shots of the new proposed layout and functionality will be provided to the client and will require signoff.

- Once the new layout is agreed upon and signed off on, Lifeline Audio Video will commence the programming process.

- Lifeline Audio Video will need 1 – 2 days for the loading and commissioning of the new control program on-site. Once the program is loaded, Lifeline staff will test all features and functions of the system to confirm their validity prior to training.

- Training will take place with all personnel that are required to operate the courtroom A/V system. Preference would be to train everyone, "one at a time" to ensure "hands on" training for all.

Cost for Services: $4,500.00

OPTIONAL

1. **Clerks Desk Monitor Screen** – add capability of using a desktop monitor screen at the Clerk's desk location. This monitor would duplicate what is shown on the Judge's monitor panel (above the attorney desks). The benefit would be to allow the Clerk better readability of the screen when operating the video conferencing system.

   Qty 1 Intelix, INT-HD70-RX, digital HDMI balun receiver
   Qty 1 Plate Hardware
   Qty 1 Cable/Connector
   Qty 1 Programming Modification
   Qty 1 Professional Installation

   Cost for Option: $465.00

   Important Note: *Monitor to be provided by client. Must be capable of 1920x1080 resolution with an HDMI input.*

2. **Microphone at Clerk's Desk Addition** – add a gooseneck microphone to the Clerk's desk.

   Qty 1 Shure, MX418 D/C, 18" Gooseneck Microphone with Desktop Base
   Qty 1 Cable/Connector
   Qty 1 Professional Installation

   Cost for Option: $590.00

3. **Microphone Gooseneck** – add a gooseneck extension to the rolling podium. A base will be fastened down in the upper corner of the top surface. When needed the gooseneck can be inserted into the base. The handheld wireless microphone can then be used on the podium and it will stay in place.

   Qty 1 Atlas, AD11B, Round Flange Base for Gooseneck Extension, Black
   Qty 1 Atlas, MGN13BK, 13" Gooseneck Flex Extension, Black
   Qty 1 Professional Installation

   Cost for Option: $40.00

Audio/Video Proposal Acceptance

Delivery: **This signed contract is needed to accept this bid proposal as presented.** Arrangement for equipment delivery within 2 - 4 weeks of acceptance to allow Lifeline Audio Video Technologies suppliers time to deliver product. This is subject to availability. Lifeline Audio Video Technologies customers who have accepted audio/video bids and are awaiting installation will have priority on a first come, first serve basis.

Indicate what options if any have been selected.

Terms: No down payment is needed for this project. Balance due - Net 30 Days upon completion of the contracted project.

If the foregoing meets with your approval, your signature of acceptance below and your deposit as outlined above will make this agreement between us and authorize us to proceed with the project.

Statement of Warranties

All products and workmanship are under a FULL warranty for a period of one year. All warranty work will be performed on site whenever possible. We ask that, during the warranty period, no modifications or additions to the audio video system be made without first contacting Lifeline Audio Video Technologies. If you have any questions or suggestions, please call during regular business hours Monday-Friday 8am-5pm.

Representative of Client	Lifeline Audio Video Technologies, Inc.
______________________________	______________________________
Title_________________________	Title_________________________
Date_________________	Date_________________

Confidential Clause: The design content of this engineered proposal is strictly confidential and remains the property of Lifeline Audio Video Technologies, Inc. This information is not to be used for design basis with anyone except your Lifeline Audio Video Technologies representative. Sections of this engineered proposal contain calculations concerning safe working loads, audio physics, electrical, voltage formulas etc. Product and installation liability prohibits the use of this information by others.

AGENDA ITEM COVER SHEET

Title: Resolution-Correct Carryover Amount from 2017 to 2018 (•) Original ( ) Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Resolution: Correct Carryover Amount from 2017 to 2018

RECOMMENDATIONS (IF ANY):

Recommend to Approve

ANY ATTACHMENTS? (Only 1 copy is needed) (•) Yes ( ) No If yes, please list below:

Resolution to Correct Carryover Amount from 2017 to 2018

FISCAL IMPACT:

Carryover over of funds at the end of 2017 to be spent in 2018. The carryover has external restrictions

LEGAL REVIEW PERFORMED: ( ) Yes (•) No **PUBLICATION REQUIRED:** (•) Yes ( ) No

STAFF PRESENTATION?: (•) Yes ( ) No How much time is needed? 5 minutes

COMPLETED BY: Roxanne Hamilton **DEPT:** Finance Department

2/3 VOTE REQUIRED: (•) Yes ( ) No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: **AGENDA ITEM #**

COMMITTEE ACTION:

RESOLUTION # __________

CORRECT CARRYOVER AMOUNT FROM 2017 TO 2018

WHEREAS, at the April 17, 2018 meeting the Iowa County Board approved resolution 12-0418 Carryover of Certain Accounts; and

WHEREAS, the amount of the carryover for Land Records/GIS – Retained Fees – County Land Record Fees was $93, 987.71 was incorrect and the correct amount is $90,391.59; and

NOW, THEREFORE, BE IT RESOLVED, the following is a list of the correct carryover amount with externally restrictions to be carried forward to 2018:

Department	Carryover	Restriction	Amount
Land Records / GIS	Retained Fees – County Land Record Fees	Retained Fees qualified expenses per the County Land Records Modernization Plan and Wis. Ss. 59.72(5)(b)3	$ 90,391.59

Recommended this 12th day of June 2018 by the Executive Committee of the Iowa County Board of Supervisors.

AGENDA ITEM COVER SHEET

Title: Preliminary Financial Reports for the period ending 3/31/2018 ◉ Original ○ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Preliminary 2018 financial report with a comparison of budget to actual year-do-date for the period ending 3/31/2018

RECOMMENDATIONS (IF ANY):

For informational purposes only

ANY ATTACHMENTS? (Only 1 copy is needed) ◉ Yes ○ No If yes, please list below:

Preliminary 3/31/18 Financial Statements

FISCAL IMPACT:

None, status of the 2018 budgetary balances as of 3/31/18 - preliminary

LEGAL REVIEW PERFORMED: ○ Yes ◉ No **PUBLICATION REQUIRED:** ○ Yes ◉ No

STAFF PRESENTATION?: ◉ Yes ○ No How much time is needed? 5 minutes

COMPLETED BY: Roxie Hamilton **DEPT:** Finance Department

2/3 VOTE REQUIRED: ○ Yes ◉ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: **AGENDA ITEM #**

COMMITTEE ACTION:

Iowa County - Financial Statement

For the Period Ending March 31, 2018 as of 4/25/18 - Preliminary 1st Quarter

	A	B	C	D	E	F	G	H
3	Department	Tax Levy Amount - Adopted	Budget Adjustments / Transfers	Carryovers From Prior Year	2018 Tax Levy + Budget Adjustments / Transfers / Carryovers	Year-to-Date Revenues - other than Tax Levy	Year-to-Date Expenditures	Excess (Deficiency) of Revenues over Expenditures
4	**General Fund**							
5	County Board	94,074			94,074	-	7,040	87,034
6	Contingency Account				-		-	-
7	County Brd-Fire Suppression	2,000			2,000		-	2,000
8	Restorative Justice Programs - TAD	-			-	-	6,929	(6,929)
9	Clerk of Court and Register in Probate	131,401			131,401	93,557	97,803	127,155
10	Employee Relations Dept	127,000			127,000	-	32,880	94,120
11	OWI Intensive Supervision	59,218			59,218	630	9,245	50,603
12	Coroner	36,210			36,210	600	7,433	29,377
13	Finance	216,820			216,820	96	40,636	176,280
14	County Administrator	156,653			156,653	-	33,306	123,347
15	Economic Development	120,675			120,675	-	3,286	117,389
16	Information Systems	573,038			573,038	-	105,456	467,582
17	County Treasurer	(2,568,440)			(2,568,440)	1,102,328	45,986	(1,512,098)
18	County Clerk	183,725			183,725	3,445	41,715	145,455
19	District Attorney & Corp. Counsel	264,216			264,216	467	59,358	205,325
20	Register of Deeds	17,000			17,000	48,685	35,889	29,796
21	GIS - Land Records	81,718			81,718	10,356	90,933	1,141
22	Environmental Services	356,702			356,702	2,350	72,094	286,958
23	County Farm	(104,744)			(104,744)	-	90	(104,834)
24	County Insurance	42,714			42,714	216,453	216,716	42,451
25	Sheriff's Dept	3,719,880	9,308		3,729,188	53,712	869,094	2,913,806
26	Health Dept.	261,268			261,268	4,964	71,651	194,581
27	Veterans Service	90,490			90,490	10,380	19,940	80,930
28	Cultural-Aid to Libraries	325,307			325,307		325,307	-
29	Cultural-Library,Fair & Historical Society	32,932			32,932	-	-	32,932
30	Snowmobile/ATV	-			-	39,675	4,052	35,623
31	CDBG-EAP Disaster Relief project	-			-	-	5,797	(5,797)
32	Planning & Development	13,260			13,260	14,075	42,294	(14,959)
33	Emergency Management	107,255			107,255	10	31,846	75,419
34	U.W. Extension	249,321			249,321	28,384	93,795	183,910
35	Land Conservation	169,373			169,373	1,726	50,204	120,895
36	Transfers to Other Funds			-	-	-	-	-
37	**Total General Fund**	**4,759,066**	**9,308**	**-**	**4,768,374**	**1,631,893**	**2,420,775**	**3,979,492**

	A	B	C	D	E	F	G	H
1	Iowa County - Financial Statement							
2	For the Period Ending March 31, 2018 as of 4/25/18 - Preliminary 1st Quarter							
3	**Department**	**Tax Levy Amount - Adopted**	**Budget Adjustments / Transfers**	**Carryovers From Prior Year**	**2018 Tax Levy + Budget Adjustments / Transfers / Carryovers**	**Year-to-Date Revenues - other than Tax Levy**	**Year-to-Date Expenditures**	**Excess (Deficiency) of Revenues over Expenditures**
38								
39	**Special Revenue & Capital Funds**							
40	Social Services	1,582,565			1,582,565	354,610	594,629	1,342,546
41	Child Support	-			-	191	35,306	(35,115)
42	ADRC	256,594			256,594	155,767	206,309	206,052
43	Unified Services Fund	210,292			210,292	-	52,573	157,719
44	County Sales Tax Fund	-			-	114,855	-	114,855
45	Revolving Loan Fund				-	17,189	-	17,189
46	Tri County Airport	16,422			16,422	-	-	16,422
47	Iowa County Airport - operating	77,036			77,036	27,448	32,140	72,344
48	Wisconsin River Rail Transit - Expenditures	28,000			28,000	-	28,000	-
49	Drug Task Force				-	13,763	10,491	3,272
50	Capital Projects Fund - includes Debt Service	941,341			941,341	-	115,040	826,301
51	**Special Rev & Capital Funds Total**	**3,112,250**	**-**	**-**	**3,112,250**	**683,823**	**1,074,488**	**2,721,585**
52								
53	**Enterprise Funds**							
54	Bloomfield Healthcare & Rehab	254,364			254,364	1,111,783	1,110,816	255,331
55	Highway Dept-includes 50/50 bridge aids & Hwy Debt Pmts	3,777,103			3,777,103	511,170	1,204,284	3,083,989
56	**Enterprise Funds Total**	**4,031,467**	**-**	**-**	**4,031,467**	**1,622,953**	**2,315,100**	**3,339,320**
57								
58	**Internal Service Fund**							
59	SELF-INSURED WORKERS COMP	**-**			**-**	**54,978**	**108,852**	**(53,874)**
60								
61	**Total of All Funds**	**11,902,783**	**9,308**	**-**	**11,912,091**	**3,993,647**	**5,919,215**	**9,986,523**

	A	B	C	D	E	F	G	H	I
1	IOWA COUNTY PRELIMINARY COMPARE BUDGET TO ACTUAL						compiled 4/25/18 RH		
2	Preliminary - For the period ending 3/31/18 as of 4/25/18								
3	Revenue - Compare Budget to Actual	Adopted Annual Budget	Budget Adjustments / Transfers	Carryovers From Prior Year	2018 REVISED BUDGET	Total Department YTD REVENUES	Actual Compared to Budget - (Excess) / Under	PCT OF YEAR	PCT YTD
4	100 GENERAL FUND								
5	02 COUNTY BOARD	-	-		-		-	23%	
6	03 Restorative Justice - TAD Grant	65,118			65,118	-	65,118	23%	0%
7	04 CLERK OF CIRCUIT COURT	310,375			310,375	93,557	216,818	23%	30%
8	05 Employee Relations Department	-			-	-	-	23%	
9	09 OWI INTENSIVE SUPERVISN PROG	5,400			5,400	630	4,770	23%	
10	10 CORONER	4,000			4,000	600	3,400	23%	15%
11	11 FINANCE DEPARTMENT	200			200	96	104	23%	48%
12	12 COUNTY ADMINISTRATION	-			-		-	23%	
13	14 ECONOMIC DEVELOPMENT	-			-		-	23%	
14	15 INFORMATION SYSTEMS	-			-	-	-	23%	
15	20 COUNTY TREASURER	475,175			475,175	1,102,328	(627,153)	23%	232%
16	20 COUNTY TREASURER - State Shared Rev & Exempt Computer Aid	491,137			491,137	-	491,137	23%	
17	20 COUNTY TREASURER - Property Tax, & Library Aids	4,759,066			4,759,066	4,759,066	-	100%	100%
18	20 COUNTY TREASURER - Transfer from Sales Tax Fund	1,819,000			1,819,000	-	1,819,000	23%	0%
19	22 COUNTY CLERK	21,157			21,157	3,445	17,712	23%	16%
20	24 DISTRICT ATTORNEY	32,000			32,000	467	31,533	23%	1%
21	30 REGISTER OF DEEDS	170,000			170,000	48,685	121,315	23%	29%
22	31 GIS/LAND RECORDS	156,750			156,750	10,356	146,394	23%	7%
23	34 ENVIRONMENTAL SERVICES	11,900			11,900	2,350	9,550	23%	20%
24	35 COUNTY FARM	110,144			110,144	-	110,144	23%	0%
25	36 COUNTY INSURANCE REVENUE	171,540			171,540	216,453	(44,913)	23%	126%
26	40 SHERIFF DEPARTMENT	144,670			144,670	53,712	90,958	23%	37%
27	50 COUNTY HEALTH DEPARTMENT	81,145			81,145	4,964	76,181	23%	6%
28	64 VETERANS SERVICE OFFICE	10,500			10,500	10,380	120	23%	99%
29	73 SNOWMOBILE/ATV PROGRAM	27,850			27,850	39,675	(11,825)	23%	142%
30	74 CDBG-EAP Disaster Relief				-		-	23%	
31	75 PLANNING & DEVELOPMENT DEPT	186,500			186,500	14,075	172,425	23%	8%
32	78 EMERGENCY MANAGEMENT	51,147			51,147	10	51,137	23%	0%
33	82 UNIVERSITY EXTENSION PROGRAM	6,900			6,900	28,384	(21,484)	23%	411%
34	84 LAND CONSERVATION DEPARTMENT	267,174			267,174	1,726	265,448	23%	1%
35	90 OPERATING TRANSFERS	862,200			862,200.00	-	862,200	23%	
36	TOTAL: GENERAL FUND	10,241,048	-	-	10,241,048	6,390,959	3,850,089	23%	62%

		A	B	C	D	E	F	G	H	I
1	IOWA COUNTY PRELIMINARY COMPARE BUDGET TO ACTUAL							compiled 4/25/18 RH		
2	Preliminary - For the period ending 3/31/18 as of 4/25/18									
3		Revenue - Compare Budget to Actual	Adopted Annual Budget	Budget Adjustments / Transfers	Carryovers From Prior Year	2018 REVISED BUDGET	Total Department YTD REVENUES	Actual Compared to Budget - (Excess) / Under	PCT OF YEAR	PCT YTD
37		210 DEPARTMENT OF SOCIAL SERVICE								
38	60	SOCIAL SERVICES	2,841,835			2,841,835	373,711	2,468,124	23%	13%
39		215 CHILD SUPPORT								
40	26	CHILD SUPPORT	167,637			167,637	191	167,446	23%	0%
41		220 AGING & DISB RESOURCE CENTER								
42	85	AGING &DISABILTY RESRC CENTR	736,275			736,275	412,361	323,914	23%	56%
43		230 UNIFIED SERVICES FUND								
44	56	UNIFIED SERVICES	210,292			210,292	210,292	-	23%	100%
45		240 SALES TAX FUND								
46	19	SALES TAX FND -Note: 1 month of collections	1,819,000			1,819,000	114,855	1,704,145	23%	6%
47		260 TRI COUNTY AIRPORT								
48	06	TRI-COUNTY AIRPORT	16,422			16,422	16,422	-	100%	100%
49		262 IOWA COUNTY AIRPORT								
50	07	IOWA COUNTY AIRPORT	171,306			171,306	104,484	66,822	23%	61%
51		263 RAILROAD								
52	08	WI RIVER RAIL TRANSIT COMM	28,000			28,000	28,000	-	100%	100%
53		400 CAPITAL PROJECTS FUND								
54	32	CAPITAL PROJECTS	2,513,541	7,688		2,521,229	941,341	1,579,888	23%	37%
55		610 BLOOMFIELD								
56	54	BLOOMFIELD HLTH CARE & REHAB	6,096,916			6,096,916	1,366,147	4,730,769	23%	22%
57		710 HIGHWAY DEPARTMENT								
58	70	HIGHWAY DEPT-includes 50/50 bridge aid	8,797,901			8,797,901	4,288,273	4,509,628	23%	49%
59		730 Self Insured Workers Comp								
60	37	SELF-INSURED WORKERS COMP					54,978	(54,978)	23%	
61										
62	TOTAL OF ALL FUNDS		33,640,173	7,688	-	33,647,860	14,302,014	19,345,846	23%	43%
63										
64	Other:									
65		250 REVOLVING LOAN FUND								
66	18	REVOLVING LOAN FUND	-	-		-	17,189	(17,189)	23%	100%
67		270 DRUG TASK FORCE								
68	38	DRUG TASK FORCE	-	-		-	13,763	(13,763)	23%	100%
69										
70										
71	Total Other:						30,952	(30,952)	23%	100%
72										
73	TOTALS All Funds and Other:		33,640,173	7,688	-	33,647,860	14,332,966	19,314,894	23%	43%
74										
75	Notes:									
76	YTD = Year-to-date									
77										

		A	B	C	D	E	F	G	H	I
1		IOWA COUNTY PRELIMINARY COMPARE BUDGET TO ACTUAL						compiled 4/25/18 RH		
2		Preliminary - For the period ending 3/31/18 as of 4/25/18					Department YTD	REMAINING	Percent	Actual
3		Expenditure - Compare Budget to Actual	ADOPTED ANNUAL BUDGET	Budget Adjustments / Transfers	Carryovers From Prior Year	2018 REVISED BUDGET	EXPENDITURES	BALANCE	of Year	YTD
4		100 GENERAL FUND								
5	02	COUNTY BOARD	$ 94,074			$ 94,074	$ 7,040	$ 87,034	23%	7%
6	02	COUNTY BOARD - Contingency	$ -			$ -		$ -		
7	02	COUNTY BOARD - Fire Suppression	$ 2,000			$ 2,000		$ 2,000	23%	0%
8	03	Restorative Justice - TAD Grant	$ 65,118			$ 65,118	$ 6,929	$ 58,189	23%	11%
9	04	CLERK OF CIRCUIT COURT	$ 441,776			$ 441,776	$ 97,803	$ 343,973	23%	22%
10	05	Employee Relations Department	$ 127,000			$ 127,000	$ 32,880	$ 94,120	23%	26%
11	09	OWI INTENSIVE SUPERVIS PROG	$ 64,618			$ 64,618	$ 9,245	$ 55,373	23%	14%
12	10	CORONER	$ 40,210			$ 40,210	$ 7,433	$ 32,777	23%	18%
13	11	FINANCE DEPARTMENT	$ 217,020			$ 217,020	$ 40,636	$ 176,384	23%	19%
14	12	COUNTY ADMINISTRATION	$ 156,653			$ 156,653	$ 33,306	$ 123,347	23%	21%
15	14	ECONOMIC DEVELOPMENT	$ 120,675			$ 120,675	$ 3,286	$ 117,389	23%	3%
16	15	INFORMATION SYSTEMS	$ 573,038			$ 573,038	$ 105,456	$ 467,582	23%	18%
17	20	COUNTY TREASURER	$ 216,872			$ 216,872	$ 45,986	$ 170,886	23%	21%
18	22	COUNTY CLERK	$ 204,882			$ 204,882	$ 41,715	$ 163,167	23%	20%
19	24	DISTRICT ATTORNEY & CORP COUNSEL	$ 296,216			$ 296,216	$ 59,358	$ 236,858	23%	20%
20	30	REGISTER OF DEEDS	$ 187,000			$ 187,000	$ 35,889	$ 151,111	23%	19%
21	31	GIS - LAND RECORDS	$ 238,468			$ 238,468	$ 90,933	$ 147,535	23%	38%
22	34	ENVIRONMENTAL SERVICES	$ 368,602			$ 368,602	$ 72,094	$ 296,508	23%	20%
23	35	COUNTY FARM	$ 5,400			$ 5,400	$ 90	$ 5,310	23%	2%
24	36	COUNTY INSURANCE	$ 214,254			$ 214,254	$ 216,716	$ (2,462)	23%	101%
25	40	SHERIFF DEPARTMENT	$ 3,864,550	$ 9,308		$ 3,873,858	$ 869,094	$ 3,004,764	23%	22%
26	50	COUNTY HEALTH DEPARTMENT	$ 342,413			$ 342,413	$ 71,651	$ 270,762	23%	21%
27	64	VETERANS SERVICE OFFICE	$ 100,990			$ 100,990	$ 19,940	$ 81,050	23%	20%
28	72	CULTURAL-Aid to Public Libraries	$ 325,307			$ 325,307	$ 325,307	$ -	23%	100%
29	72	CULTURAL-Fair & Historical Society	$ 32,932			$ 32,932	$ -	$ 32,932	23%	0%
30	73	SNOWMOBILE/ATV PROGRAM	$ 27,850			$ 27,850	$ 4,052	$ 23,798	23%	15%
31	74	CDBG-EAP Disaster Relief				$ -	$ 5,797	$ (5,797)	23%	
32	75	PLANNING & DEVELOPMENT DEPT	$ 199,760			$ 199,760	$ 42,294	$ 157,466	23%	21%
33	78	EMERGENCY MANAGEMENT	$ 158,402			$ 158,402	$ 31,846	$ 126,556	23%	20%
34	82	UNIVERSITY EXTENSION PROGRAM	$ 256,221			$ 256,221	$ 93,795	$ 162,426	23%	37%
35	84	LAND CONSERVATION DEPARTMENT	$ 436,547			$ 436,547	$ 50,204	$ 386,343	23%	12%
36	90	OPERATING TRANSFERS	$ 862,200			$ 862,200	$ -	$ 862,200	23%	
37		TOTAL: GENERAL FUND	$ 10,241,048	$ 9,308	$ -	$ 10,250,356	$ 2,420,775	$ 7,829,581	23%	24%

		A	B	C	D	E	F	G	H	I
1		IOWA COUNTY PRELIMINARY COMPARE BUDGET TO ACTUAL						compiled 4/25/18 RH		
2		Preliminary - For the period ending 3/31/18 as of 4/25/18					Department YTD	REMAINING	Percent	Actual
3		Expenditure - Compare Budget to Actual	ADOPTED ANNUAL BUDGET	Budget Adjustments / Transfers	Carryovers From Prior Year	2018 REVISED BUDGET	EXPENDITURES	BALANCE	of Year	YTD
38		**210 DEPARTMENT OF SOCIAL SERVICE**								
39	60	SOCIAL SERVICES	$ 2,841,835			$ 2,841,835	$ 594,629	$ 2,247,206	23%	21%
40		**215 CHILD SUPPORT**								
41	26	CHILD SUPPORT	$ 167,637			$ 167,637	$ 35,306	$ 132,331	23%	21%
42		**220 AGING & DISABILITY RESOURCE**								
43	85	AGING & DISABILITY RESOURCE	$ 736,275			$ 736,275	$ 206,309	$ 529,966	23%	28%
44		**230 UNIFIED SERVICES FUND**								
45	56	UNIFIED SERVICES	$ 210,292			$ 210,292	$ 52,573	$ 157,719	23%	25%
46		**240 SALES TAX FUND**								
47	19	SALES TAX FUND	$ 1,819,000			$ 1,819,000	$ -	$ 1,819,000	23%	0%
48		**260 TRI COUNTY AIRPORT**								
49	06	TRI-COUNTY AIRPORT	$ 16,422			$ 16,422	$ -	$ 16,422	23%	0%
50		**262 IOWA COUNTY AIRPORT**								
51	07	IOWA COUNTY AIRPORT	$ 171,306			$ 171,306	$ 32,140	$ 139,166	23%	19%
52		**263 RAILROAD**								
53	08	WISCONSIN RIVER RAIL TRANSIT	$ 28,000			$ 28,000	$ 28,000	$ -	23%	100%
54		**400 CAPITAL PROJECTS FUND**								
55	32	CAPITAL PROJECTS includes Debt Pmts	$ 2,513,541			$ 2,513,541	$ 115,040	$ 2,398,501	23%	5%
56		**610 BLOOMFIELD HLTH CARE & REHAB**								
57	54	BLOOMFIELD HLTH CARE & REHAB	$ 6,096,916			$ 6,096,916	$ 1,110,816	$ 4,986,100	23%	18%
58		**710 HIGHWAY DEPARTMENT**								
59	70	HIGHWAY DEPT-includes 50/50 bridge aid	$ 8,797,901			$ 8,797,901	$ 1,204,284	$ 7,593,617	23%	14%
60		**730 Self Insured Workers Comp**								
61	37	SELF-INSURED WORKERS COMP				$ -	$ 108,852	$ (108,852)	23%	
62										
63		**TOTAL OF ALL FUNDS**	**$ 33,640,173**	**$ 9,308**	**$ -**	**$ 33,649,481**	**$ 5,908,724**	**$ 27,740,757**	23%	18%
64										
65		Other:								
66		**250 REVOLVING LOAN FUND**								
67	18	REVOLVING LOAN FUND	$ -			$ -	$ -	$ -	23%	
68		**270 DRUG TASK FORCE**								
69	38	DRUG TASK FORCE	$ -			$ -	$ 10,491	$ (10,491)	23%	
70										
71										
72		**Total Other**	$ -	$ -	$ -	$ -	**$ 10,491**	**$ (10,491)**	23%	
73										
74		**TOTALS All Funds and Other:**	**$ 33,640,173**	**$ 9,308**	**$ -**	**$ 33,649,481**	**$ 5,919,215**	**$ 27,730,266**	23%	18%
75										
76		Notes:								
77		YTD = Year-to-date								
78		Sales Tax is transferred to the general fund/county treasurer at year end.								

AGENDA ITEM COVER SHEET

Title: Policy 311 (◉) Original ( ) Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

The Iowa County Board previously approved the attached policy. Since adopting the policy, staff has determined that the IRS will be requiring that Iowa County tax employees anytime they receive a gift card from Iowa County. Staff would like feedback as to whether you want to us to begin taxing these gift cards or if you would like to change the policy as a result of this IRS ruling.

RECOMMENDATIONS (IF ANY):

Staff is looking for a discussion and guidence.

ANY ATTACHMENTS? (Only 1 copy is needed) (◉) Yes ( ) No If yes, please list below:

Policy 311

FISCAL IMPACT:

LEGAL REVIEW PERFORMED: ( ) Yes (◉) No **PUBLICATION REQUIRED:** ( ) Yes (◉) No

STAFF PRESENTATION?: ( ) Yes (◉) No How much time is needed? ______________

COMPLETED BY: Larry Bierke **DEPT:** County Administrator

2/3 VOTE REQUIRED: ( ) Yes (◉) No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE: **AGENDA ITEM #**

COMMITTEE ACTION:

EVENTS RECOGNITION ACCOUNT

Date Originated: 09/19/2017
Date of Modifications: 02/20/2018
Policy Number: 311

1. PURPOSE:
This policy governs the use of the Events Recognition Account. The Events Recognition Account has been established to ensure that County dollars are available for specific occasions celebratory or commemorative in nature.

2. ORGANIZATIONS AFFECTED:
This policy impacts Iowa County Government and the Iowa County Board.

3. POLICY:
It is the policy of the Iowa County Board to utilize funds budgeted in the Sunshine Account for:
   A. Hospitalization
      1) Iowa County will acknowledge hospitalizations of elected official, employee, employee's spouse, or employee's child to the point of a required overnight stay at a hospital by sending out a Get Well card.
   B. Birth/Adoption and Marriage
      1) The birth/adoption of a regular full-time or part-time employee's child or an elected official's child shall receive a card and a gift of $25 (gift card or cash).
      2) The marriage of a full-time or part-time employee or an elected official shall receive a card and a gift of $25 (gift card or cash).
   C. Retirement
      1) The County will recognize all employees who retire from the County who are at least fifty-five (fifty for protected status) years of age and have been employed with the County for a minimum of five years. Employees will be presented with a certification recognizing their performance of duties and length of service at the next County Board by the retiring employee's Department Head, County Administrator and/or Employee Relations Director. <u>Employees are strongly encouraged to attend the County Board Meeting to be recognized.</u>
      2) If employee has served five years or more in a full-time or part-time capacity with the county, a $50 gift shall also be provided by the County.
      3) If employee has served ten years or more in a full-time or part-time capacity with the county, a $100 gift shall be provided by the County.
      4) If an employee has served twenty years or more in a full-time or part-time capacity with the county, a $150 gift shall be provided by the County.
   D. Death
      1) The death of an elected official or regular full-time or part-time employee shall be sent a plant, flowers, or a memorial of $100.
      2) For the death of a retired employee or past elected official, a plant, flowers, or memorial of $75.
   E. Food or Refreshments for Employee Get-Togethers as deemed appropriate by the County Administrator.
   F. For other unusual circumstances as deemed appropriate by the County Administrator.

4. REFERENCES:

None.

5. PROCEDURES:
   A. When someone becomes aware of a situation involving a hospitalization that involves the County Government and our employees they shall immediately notify the Employee Relations Director. Once notified the Employee Relations Director will mail out a card.
   B. When someone becomes aware of a situation involving birth, marriage, death, or other situation that involves the County Government and our employees they shall immediately notify the County Administrator's Department Assistant and request use of the Event Recognition Account. The County Administrator's Department Assistant will be designated to coordinate card and gift and provide to the Employee Relations Department for delivery. The County Administrator's Department Assistant will prepare the Retirement Certification along with the retirement gift and provide to retiring employees Department Head.
   C. If a County Department Head desires to do anything different than what is prescribed above via this policy, they shall consult with the County Administrator. The County Administrator shall determine if the proposal is appropriate to be covered as a county expense.
   D. If employees wish to do something on their own, it will be at their expense, such as employees hospitalizations, quitting, deaths in spouses' family, etc.