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**COUNTY OF DUNN
MENOMONIE, WISCONSIN
NOTICE OF PUBLIC MEETING**

In accordance with the provisions of Section 19.84, Wisconsin Statutes, notice is hereby given that a public meeting of the **EXECUTIVE COMMITTEE** of the Dunn County Board of Supervisors will be held on **Wednesday, September 16, 2020 at 1:00 p.m.** in **Room 54** of the **Dunn County Community Services Building** in Menomonie, Wisconsin. Items of business to be discussed or acted upon at this meeting are listed below:

AGENDA

1. Call to Order
2. Call of the Roll
3. Consideration of Actions to be taken by the Executive Committee: Review and Recommendation of draft FY 2021 Dunn County Budget
4. Next Meeting Date: October 7, 2020
5. Adjournment

Dave Bartlett, Chairperson

Signed: _____

Paul R. Miller
County Manager

PRM:prm

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STAFF REPORT

TO: Executive Committee

FROM: Paul R. Miller *PRM*
County Manager

DATE: September 10, 2020

SUBJECT: FY 2021 County Budget

The Executive Committee, at its meeting on September 9, 2020, reviewed a proposed balanced budget for Dunn County for FY 2021. The budget had been prepared by the County Manager and Chief Financial Officer, and the Committee reviewed all the major elements of the proposal. After lengthy discussion, it was agreed that the Committee would convene again on September 16, 2021 to finalize the direction to staff on the budget.

Attached to this Report are the spreadsheets on elements of the Levy and Capital Improvement requests that were reviewed by the Committee. Items that the Committee decided required additional thought and consideration are highlighted (rows are yellow with red type). Committee members are asked to give consideration to these items in particular, and be prepared to discuss and provide direction on the second draft FY 21 County budget. The Committee will have an opportunity to recommend any further changes at its October 7, 2020 meeting, and will be requested to forward to the County Board resolutions for the budget and levy at its meeting on November 10, 2020.

PRM:prm

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9/10/2020 update

Starting Levy Deficit @ 7/29/2020 using 2020
Levy Limit Maximum until update in Sept.

\$ 1,120,852

Included \$1,000,050 Transfer From NDC; Same
as 2020

| | | |
|--|--------------|--|
| Dunn County EDC Contribution elimination | \$ (70,000) | Levy |
| Contribution to Greater Menomonee Development Corporation | \$ 10,000 | |
| Broadband | \$ (15,000) | Levy |
| ENS Director position elimination | \$ (141,000) | Levy |
| Surveyor Online Access to Survey Records | \$ (10,000) | Levy; 2020 Purchase-Routes to Recovery reimbursement submitted |
| Plan/Zoning Records conversion to electronic | \$ (25,000) | Levy; Routes to Recovery Funding Not Feasible Due to Deadlines and Cost Increased to \$31,000 |
| ENS LWC PEP Update AND new grant for 2021 | \$ (24,126) | Grant PEP updates Levy Impact |
| Reduction in Court New Staff - August 2021 Start Date | \$ (58,526) | Levy |
| Reduction of Requested Court Judicial Assistant Position for Funding Consideration in 2022 | \$ (33,045) | Changed to Fund the Court Deputy Clerk as Recommended by Clerk of Courts |
| Reduction in Court Levy from 2020 Contingency Carryforward for 3rd Judge costs | \$ (69,015) | 2020 Carry Forward - Fund Balance |
| Additional General Fund-Fund Balance to 30% | \$ (614,000) | Fund Balance 2020 target was 35% |
| Step one of five reduction of budgeted NDC transfer to Gen. Fund for 2021 | \$ 250,000 | Reduction of Interfund transfer |
| Remove Admin - HR Records Room | \$ (10,000) | Levy |
| Reduction in SAP support costs to \$400,000 | \$ (50,000) | Levy |
| Fund Administrative Secretary Position | \$ 58,243 | 1/2 Time Funded Position, Committee On Admin Recommended Keeping at Full-Time |
| DHS PEP update for 2% no step reductions - County Employees | \$ (95,034) | Estimated Levy; adjusted for grants |
| DHS PEP update for 2% no step reductions - House Calls | \$ (25,483) | Confirmed to be 100% Levy per Kris Korpela Based on Actual need in 2018 and 2019 as well as current 2020 projections as presented to H&HS Board |
| Reduce DHS Levy allocation | \$ (78,368) | |
| Health Department PEP update impact to levy | \$ (10,244) | Levy update for Grant PEP updates |
| Sheriff Snowmobile Lease Reduction if Requested Capital Purchase is Approved | \$ (2,500) | Levy |
| Reduce Parks Budget for Menomin Park Operating Supplies related to requested new restroom | \$ (300) | Levy reduction for additional costs for deleted project |
| Delay Refilling Vacant Telecommunicator Position Until April 1, 2021 | \$ (20,233) | Levy reduction |
| Additional Levy Revenue per WI DOR Levy Limit Worksheet | \$ (193,728) | Allowable Levy Increase |
| Health Insurance Plan Design Change Recommendation to Committee on Administration & 2% increase in Employee Premium Share | \$ 59,684 | Levy Portion Not Known Until Entered In All Budgets and Grants Reallocated |
| Clerk of Courts Additional Estimated Revenue | \$ (5,000) | State Aid - Guardian ad Litem |
| Over / (Under) Levy Limit for 2021 | \$ (51,823) | |

| | | |
|--|---------------|--|
| Reduction in Wages & Benefits to 0%, No Steps | \$ (541,115) | Levy Portion Not Known Until Entered In All Budgets and Grants Reallocated |
| Over / (Under) Levy Limit for 2021 with 0%, No Steps | \$ (592,938) | |
| Total PEP Wages & Benefits 2%, No Steps | \$ 38,665,980 | Levy Portion Not Known Until Entered In All Budgets and Grants Reallocated |
| Total PEP Wages & Benefits 0%, No Steps | \$ 38,124,865 | Levy Portion Not Known Until Entered In All Budgets and Grants Reallocated |
| Net Change | \$ 541,115 | |

| | | |
|--|--------------|--|
| Calculated Reduction at 1%, No Steps | \$ 270,558 | Levy Portion Not Known Until Entered In All Budgets and Grants Reallocated |
| Over / (Under) Levy Limit for 2021 with 1%, No Steps | \$ (322,381) | |

Dunn County
2021 Budget
Recommended Capital Projects and Equipment Funded by Debt

| Starting List of Capital Projects Funded by Debt @ 7/29/2020 | | |
|--|-------------------|---|
| | | \$ 3,253,876 |
| Admin-IT County-wide Technology | (134,366) | Reduction for Purchases made in 2020 thru Routes To Recovery Grants |
| Emergency Communication 50 States Data Mining for CAD System | (14,000) | Recommended Reduction |
| Public Works-Facilities Judicial Center Roof Replacment | (1,509,250) | Reduction to complete in 3 phases starting with the worst part |
| Public Works-Facilities Judicial Center Parking Lot Replacment | (225,000) | Reduction to only complete necessary repairs |
| Public Works-Facilities CSB to Judicial Center Bike Path | (85,000) | Recommended Reduction |
| Public Works-Facilities Health & Human Services Reception Bullet Proof Glass | (24,500) | Reduction for Purchases made in 2020 thru Routes To Recovery Grants |
| Public Works-Facilities Government Center (CSB) Sign | (5,000) | Recommended Reduction |
| Public Works-Parks New Menomin Park Restroom | (100,000) | Recommended Reduction |
| Public Works-Parks Pavement Replacement with Crushed Granite by Old Highway Shop | (26,000) | Recommended Reduction |
| Public Works-Highway Shop Roof Replacement | (230,000) | Defer to 2022 or 2023 per Highway Commissioner |
| Adjusted Total for Debt Financing | \$ 900,760 | |

| Remaining Projects via Debt Financing Include: | | |
|---|----------------|--|
| Admin - IT County-wide technology per replacement schedule | 265,510 | Includes: Standard Desktops (173) \$173,000; Tier 2 Performance Desktops (7) \$17,500; Kiosks (14) \$5,700; Monitors (139) \$28,450; Printers (62) \$34,700; Copiers (1) \$5,860 & Scanners (1) \$300 |
| Clerk of Courts CAPEX for 3rd Judge CAPEX | 300,000 | Increased from \$186,000 Based on Updated Estimates |
| Courts - 3rd Judge & Staff Furniture | 10,000 | |
| ENS-Surveyor Replacement Truck | 28,500 | |
| ENS-Land & Water Conservation Replacement Truck | 28,500 | Reduced from \$32,000 to match Surveyor |
| Public Works-Facilities Judicial Center Phase 1 of 3 Roof Replacement | 190,750 | |
| Public Works-Facilities Judicial Center Parking Lot Repairs | 75,000 | |
| Sheriff Prisoner Transport Van | 37,000 | Judicial & Law Committee Recommends Funding via Other Sources |
| Sheriff Snowmobile | 14,000 | Judicial & Law Committee Recommends Funding via Other Sources |
| Sheriff Officer 25 Body Cameras | 39,000 | Judicial & Law Committee Recommends Funding via Other Sources |
| Sheriff Video Redaction Software & Server | 23,000 | Judicial & Law Committee Recommends Funding via Other Sources |
| \$ 1,011,260 | | |

