

# ***RESOLUTION NO.: 11—2019-20***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

*2/3 MAJORITY – 24 VOTES*

1 In the latter half of 2018, the county began the effort to administer the new, state-mandated  
2 “county-based” Chapter 980 (980) placement process. Currently, county staff are working to  
3 find housing for two court-ordered 980 placements, with an additional eight placement orders  
4 anticipated in the foreseeable future. If the county cannot identify suitable housing, fines of  
5 up to \$1,000/day can be assessed against the county. The Corporation Counsel office has  
6 been leading the effort to coordinate the county’s Chapter 980 Community Placement  
7 Committee, which involves a significant amount of time spent on research and evaluation of  
8 housing options; outreach and coordination with potential housing vendors;  
9 interdepartmental coordination with Department of Land Services (DLS)-Planning, Real  
10 Estate & GIS staff, Health and Human Services (HHS)-Administrative and Mental Health  
11 staff, Sheriff’s Department staff; representing the county at court hearings; and providing  
12 liaison with the state Department of Health Services. This unfunded mandate has added  
13 approximately 10 hours/week of technical legal work that could not otherwise be absorbed  
14 within the Corporation Counsel office, DLS or HHS. The extra time needed in the  
15 Corporation Counsel office for the 980 placements will be funded from available salaries and  
16 fringe benefits in the DLS budget.

17  
18 Additionally, there is a need to replenish the DLS Purchased Services/”Professional  
19 Consulting” budget to aid in completing the County Comprehensive Plan 10-year update  
20 (2018 funds reserved for Comprehensive Plan Consulting that would have otherwise been  
21 carried over were used to fund a 2018 retirement payout). Furthermore, funds are needed to  
22 provide time-sensitive technical training for the new GIS Engineer. This training is essential  
23 to the ongoing operation of the county Geographic Informational System (GIS) and 911  
24 systems. Both the DLS purchased services and travel training needs will be funded by a  
25 transfer from available salaries and fringe benefits.

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27 NOW THEREFORE, the undersigned members of the Property, Airport, Recreation and  
28 Economic Development Committee and the Legislative/Audit and Human Resources Committee  
29 recommend adoption of the following resolution.

30 BE IT RESOLVED, that the Outagamie County Board of Supervisors does approve of  
31 transferring \$26,400 from the Development and Land Services Salaries (DLS) cost center and \$26,400  
32 from the DLS Fringes cost center to the DLS Travel/Training cost center (\$8,500), DLS Purchased  
33 Services cost center (\$25,000), Corporation Counsel Salaries cost center (\$15,000), and Corporation

1 Counsel Fringes cost center (\$4,300), as noted on the attached fiscal note which by reference is made a  
2 part hereof, and

3 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy  
4 of this resolution to the Outagamie County Finance Director, the Outagamie County Development and  
5 Land Services Director, and the Outagamie County Corporation Counsel.

6 Dated this \_\_\_\_ day of May 2019

7 Respectfully Submitted,

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9 PROPERTY, AIRPORT, RECREATION &  
10 ECONOMIC DEVELOPMENT COMMITTEE  
11 AND LEGISLATIVE/AUDIT AND HUMAN  
12 RESOURCES COMMITTEE  
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15 \_\_\_\_\_  
16 Dean Culbertson

15 \_\_\_\_\_  
16 Joy Hagen

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19 \_\_\_\_\_  
20 Lee Hammen

19 \_\_\_\_\_  
20 Ronald Klemp

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23 \_\_\_\_\_  
24 Jason Wegand

23 \_\_\_\_\_  
24 Travis Thyssen

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27 \_\_\_\_\_  
28 Cathy Spears

27 \_\_\_\_\_  
28 Curt Konetzke

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31 \_\_\_\_\_  
32 Jerry Iverson

31 \_\_\_\_\_  
32 Nick Thyssen

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35 Duly and officially adopted by the County Board on: \_\_\_\_\_  
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37  
38 Signed:

38 \_\_\_\_\_  
39 Board Chairperson

38 \_\_\_\_\_  
39 County Clerk

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Approved: \_\_\_\_\_

Vetoed: \_\_\_\_\_

Signed: \_\_\_\_\_  
County Executive

**OUTAGAMIE COUNTY FISCAL NOTE**

**INTRODUCTION:** This form must be attached to any resolution or ordinance which contains a spending or revenue proposal. The form should be completed by an individual within the department initiating the resolution or ordinance with assistance from the Financial Services Department. Contact the Finance Director (1675), Controller (1674) or Staff Accountant (1681) for assistance. Once completed, forward a copy of the form to the Financial Services Department for their review. Financial Services will forward a reviewed copy of the fiscal note to Legislative Services.

1. **Subject:** Development & Land Services (DLS) – 2019 Inter- & Intra- Department Budget Transfer request to fund 1) items related to DLS personnel changes –and– 2) Corporation Counsel personnel costs related to the unfunded Chapter 980 Community-Based Placement state mandate

2. **Description:** This section must be completed for all fiscal notes. Briefly and concisely describe the request. State assumptions used and discuss any current year and long-term fiscal impacts. (A separate attachment can be used)

The Development & Land Services Department has projected a substantial amount of unspent funds in the Salaries & Fringe Benefits section of the 1007300 budget. This surplus is due to periods where the Planner & GIS Engineer positions were vacant in 2019 (due to a retirement and resignation in December, 2018 and January of 2019); lower starting salaries for the replacement hired or to be hired. The Planner is first projected to be hired in May and the GIS Engineer was hired in March.

Due to the above mentioned position vacancies (and an associated retirement payout in 2018, which was significant), there is a need to replenish the Purchased Services/ "Professional Consulting" budget (\$25,000) to aid in completing the County Comprehensive Plan 10-year update (2018 funds reserved for Comprehensive Plan Consulting that would have otherwise been carried over were used to fund a 2018 retirement payout). Additionally, funds (\$8,500) are needed to provide time-sensitive technical training for the new GIS Engineer. This training is essential to the ongoing operation of the county Geographic Information System (GIS) and 911 systems (SQL Server Training - \$5,500; ESRI – ArcGIS Enterprise Configuring a Base Deployment Training - \$1,300; Python Scripting Training \$1,000; and Spillman Training - \$700). Both the DLS Purchased Services & Travel/Training needs (\$33,500 total) would be funded by a transfer from available Salaries (\$11,400) & Fringe Benefits (\$22,500).

Additionally, in the latter half of 2018, the County began the effort to administer the new, state-mandated "county-based" Chapter 980 placement process (recommending housing for the supervised release of Ch. 980 Sexually Violent offenders). County staff are currently working to find housing for two court-ordered 980 placements, with an additional 8 placement orders anticipated in the foreseeable future. If a county cannot identify suitable housing, fines of up to \$1,000/day can be assessed against the county. The Corporation Counsel's office has been leading the effort to coordinate the county's Chapter 980 Community Placement Committee, which involves a significant amount of time spent on research and evaluation of housing options; outreach and coordination with potential housing vendors; interdepartmental coordination with DLS-Planning, Real Estate & GIS staff, HHS-Administrative & Mental Health staff, Sheriff's Department staff; representing the county at court hearings; and providing liaison with the State Department of Health Services. We've estimated this unfunded mandate has added approximately 10 hours/week of technical legal work that could not otherwise be absorbed within the Corporation Counsel's office, DLS or HHS. To date, additional hours for the Asst. Corp Counsel have been temporarily funded by the short-term vacancy in the Deputy Corporation Counsel position. However, funding is needed to cover the additional 10 hours per week for the remainder of 2019. The Development and Land Services Director and Corporation Counsel have agreed to fund this extra 10 hours per week of time needed in the Corporation Counsel's office for the 980 placements from the available salaries and fringe benefits in the DLS budget.

This budget request proposes to transfer \$15,000 in Salaries and \$4,300 in Fringes Benefits from DLS (1007300) to the Corporation Counsel (1001500) Salaries & Fringe Benefits, to add 10 hours/week to the part-time Assistant Corporation counsel position, which would increase the position to 30 hours per week for the remainder of 2019. Funding for the additional hours will have to be included in the 2020 budget with a source yet to be determined.

**Current Year Budget Impact (Check one or more of the following boxes)**

Revenues                       Expenses (Cost)                       None

- 3. Is the specific cost or revenue included in the current year's budget?      yes ( )    no ( )    ( X )Partially
- 4. If the proposal requests additional spending, can the additional cost      yes ( )    no ( X )    N/A ( )  
be absorbed within the current year's line item?
- 5. Is the proposal to accept additional revenues only?                              yes ( )    no ( X )
- 6. Does this request modify/adjust the current year budget?                      yes ( X )    no ( )  
If no, skip to question 8 below.

7. Detail current year budget changes. Please list cost center name, line item, account number and either the increase or decrease amount. (Please note that all budget adjustments must balance. For example, an increase in an expenditure account must be offset by a decrease in another expenditure account or the contingency fund or an increase in a revenue account or other funding sources such as fund balance applied.)

