

ADMINISTRATIVE SERVICES

ACTIVITIES

This business unit includes certain costs shared by the Office of the County Executive, Administrative Services, Personnel Services, Financial Services and Purchasing Services. Costs shared by divisions in the County Administration Building are budget printing, copier, facsimile, vehicle, and general supplies.

DEPT/DIV: ADMINISTRATIVE SERVICES - ADMINISTRATIVE SERVICES

	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
Contractual	966	1,795	1,795	1,087	1,795	1,760
Supplies	6,557	9,875	9,875	788	9,875	8,755
Fixed Charges	3,192	2,750	2,750	1,603	2,750	2,750
Outlay	966	0	0	0	0	0
Total Expenses for Business Unit	11,681	14,420	14,420	3,478	14,420	13,265
Total Levy for Business Unit	11,681	14,420			14,420	13,265

DEPT/DIV: ADMINISTRATIVE SERVICES - ADMINISTRATIVE SERVICES

BUSINESS UNIT: ADMINISTRATIVE SERVICES
FUND: 100 BUSINESS UNIT #: 15140

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted _ Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
OFFICE MACH/EQUIP MTNCE.	524200	966	1,795	1,795	1,087	1,795	1,760
Appropriations Unit	Contractual	966	1,795	1,795	1,087	1,795	1,760
OFFICE SUPPLIES	531200	4,669	5,175	5,175	740	5,175	5,255
PRINTING/DUPLICATION	531300	1,194	2,500	2,500	0	2,500	2,000
GAS/OIL/ETC	535100	694	2,200	2,200	48	2,200	1,500
Appropriations Unit	Supplies	6,557	9,875	9,875	788	9,875	8,755
EQUIP. LEASE/RENTAL	553300	3,192	2,750	2,750	1,603	2,750	2,750
Appropriations Unit	Fixed Charges	3,192	2,750	2,750	1,603	2,750	2,750
MACHY/EQUIP >5000	580050	966	0	0	0	0	0
Appropriations Unit	Outlay	966	0	0	0	0	0
Total Expense for Business Unit		11,681	14,420	14,420	3,478	14,420	13,265
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Total Expenses for Business Unit		11,681	14,420	14,420	3,478	14,420	13,265
Total Levy for Business Unit		11,681	14,420			14,420	13,265
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CITY ASSESSOR

ACTIVITIES

The City Assessor is located on the lower level of the County Administration Building. This business unit reflects the expenditures for which the county pays (i.e., telephone, copies, supplies, etc.) and is reimbursed by the City of Kenosha. There is no county tax levy associated with this business unit.

DEPT/DIV: ADMINISTRATIVE SERVICES - CITY ASSESSOR

	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
Contractual	1,153	1,000	1,000	0	0	1,000
Total Expenses for Business Unit	1,153	1,000	1,000	0	0	1,000
Total Revenue for Business Unit	(1,125)	(1,000)	(1,000)	(320)	(1,000)	(1,000)
Total Levy for Business Unit	28	0			(1,000)	0

DEPT/DIV: ADMINISTRATIVE SERVICES - CITY ASSESSOR

BUSINESS UNIT: CITY ASSESSOR AGREEMENT

FUND: 100 BUSINESS UNIT #: 15300

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
TELECOMMUNICATIONS	522500	1,118	800	800	0	0	800
OFFICE MACH/EQUIP MTNCE.	524200	35	200	200	0	0	200
Appropriations Unit Contractual		1,153	1,000	1,000	0	0	1,000
Total Expense for Business Unit		1,153	1,000	1,000	0	0	1,000

BUSINESS UNIT: REVENUE: CITY ASSESSOR

FUND: 100 BUSINESS UNIT #: 15300

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
CITY ASSESSOR REVENUE	445910	1,125	1,000	1,000	320	1,000	1,000
Appropriations Unit Revenue		1,125	1,000	1,000	320	1,000	1,000
Total Funding for Business Unit		1,125	1,000	1,000	320	1,000	1,000

Total Expenses for Business Unit	1,153	1,000	1,000	0	0	1,000
Total Revenue for Business Unit	(1,125)	(1,000)	(1,000)	(320)	(1,000)	(1,000)
Total Levy for Business Unit	28	0			(1,000)	0

CIVIL SERVICE COMMISSION

ACTIVITIES

The Civil Service Commission was established to provide an equitable system of recruitment, selection, promotion, and retention for Kenosha County Sheriff's Department Deputies, in accordance with Section 4.01 of the Municipal Code of Kenosha County.

GOALS AND OBJECTIVES

- To conduct recruitment and selection for the entry-level position of Deputy Sheriff, and to maintain a current eligibility list.
- To conduct recruitment and selection for promotion to the positions of Detective, Sergeant, Lieutenant, and Captain, and Chief Deputy Sheriff, and to maintain eligibility lists as required by the Sheriff's Department.

DEPT/DIV: ADMINISTRATIVE SERVICES - CIVIL SERVICE COMMISSION

	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
Personnel	1,810	4,041	4,041	1,027	4,041	4,040
Contractual	9,711	11,000	11,000	1,896	11,000	11,000
Total Expenses for Business Unit	11,521	15,041	15,041	2,923	15,041	15,040
Total Levy for Business Unit	11,521	15,041			15,041	15,040

DEPT/DIV: ADMINISTRATIVE SERVICES - CIVIL SERVICE COMMISSION

BUSINESS UNIT: CIVIL SERVICE COMMISSION
FUND: 100 BUSINESS UNIT #: 21450

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted _ Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
PER DIEM	514100	1,687	3,750	3,750	950	3,750	3,750
FICA	515100	119	287	287	73	287	287
WORKERS COMP.	515600	4	4	4	4	4	3
Appropriations Unit Personnel		1,810	4,041	4,041	1,027	4,041	4,040
FITNESS FOR DUTY EXAMS	521150	3,777	4,000	4,000	1,896	4,000	4,000
EMPLOYMENT TESTING	521160	5,934	7,000	7,000	0	7,000	7,000
Appropriations Unit Contractual		9,711	11,000	11,000	1,896	11,000	11,000
Total Expense for Business Unit		11,521	15,041	15,041	2,923	15,041	15,040
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Total Expenses for Business Unit		11,521	15,041	15,041	2,923	15,041	15,040
Total Levy for Business Unit		11,521	15,041			15,041	15,040
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DIVISION OF PERSONNEL SERVICES

ACTIVITIES

The Division of Personnel Services provides all county departments and employees with a full range of human resource services, including recruitment and selection, wage and salary administration, benefits administration, labor relations, risk management/safety, employee records maintenance, and employee services, while establishing and maintaining an environment in which the potential of individual employees can be maximized.

GOALS AND OBJECTIVES

- To conduct countywide and statewide recruitment to establish a diverse and qualified applicant pool.
- To develop and administer objective selection devices and maintain current eligibility lists.
- To ensure the County's commitment to affirmative action.
- To manage the non-represented employee classification and compensation system.
- To manage the utilization of overtime and temporary employees by various departments.
- To serve as support for the Administration Committee of the County Board.
- To serve as support for the Civil Service Commission.
- To negotiate contracts with all local unions.
- To oversee the grievance procedure in accordance with labor agreements.
- To operate labor/ management committees for Brookside, Human Services, and Public Works.
- To provide support and consultation services to employees.
- To verify Personnel Change Forms submitted by all departments and make required changes in the payroll system.
- To process insurance enrollment, benefit changes, and termination forms for all employees.
- To maintain an accurate list of employee health, dental, and life insurance plans.
- To monitor all unemployment insurance claims filed against the County.
- To promote and manage the tuition reimbursement program for all employees.
- To publish an employee newsletter.
- To implement a management and supervisory development training program.
- To sponsor employee and community activities which promote a positive image of County government.

ADMINISTRATION-DIVISION OF PERSONNEL SERVICES

DIVISION	POSITION TITLE	CLASS TYPE	2001	2002	2003	2004	2005
	PERSONNEL DIRECTOR	NR-K	1.00	1.00	1.00	1.00	1.00
	ASST DIR PERSONNEL SVCS	NR-H	1.00	1.00	1.00	1.00	1.00
	RISK MANAGER/PERSONNEL ANALYST	NR-G	0.00	0.00	0.00	0.10	0.10
	PERSONNEL ANALYST	NR-E	1.40	1.40	1.50	0.00	0.00
	PERSONNEL SERVICES COORDINATOR	NR-C	1.00	1.00	0.90	0.90	0.90
	PERSONNEL ASSISTANT	NR-B	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL			5.40	5.40	5.40	4.00	4.00

DEPT/DIV: ADMINISTRATIVE SERVICES - PERSONNEL SERVICES

	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
Personnel	765,879	594,352	595,441	286,119	594,352	620,766
Contractual	2,262	8,565	8,565	2,720	8,565	8,565
Supplies	3,660	8,800	8,800	2,212	7,750	7,750
Fixed Charges	1,758	1,761	1,761	1,761	1,761	1,977
Total Expenses for Business Unit	773,559	613,478	614,567	292,812	612,428	639,058
Total Levy for Business Unit	773,559	613,478			612,428	639,058

DEPT/DIV: ADMINISTRATIVE SERVICES - PERSONNEL SERVICES

BUSINESS UNIT: DIVISION OF PERSONNEL SERVICES
FUND: 100 BUSINESS UNIT #: 14300

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
SALARIES	511100	351,196	263,227	263,227	151,403	263,227	275,290
FICA	515100	29,293	20,138	20,138	12,101	20,138	21,060
RETIREMENT	515200	107,004	25,797	25,797	14,568	25,797	28,080
MEDICAL INSURANCE	515400	54,840	46,246	46,246	35,478	46,246	71,280
LIFE INSURANCE	515500	1,094	748	748	245	748	763
WORKERS COMP.	515600	692	712	712	712	712	619
Appropriations Unit Personnel		544,119	356,868	356,868	214,507	356,868	397,092
OFFICE MACH/EQUIP MTNCE.	524200	35	65	65	0	65	65
Appropriations Unit Contractual		35	65	65	0	65	65
OFFICE SUPPLIES	531200	407	1,000	1,000	272	800	800
PRINTING/DUPLICATION	531300	156	2,000	2,000	-405	2,000	2,000
SUBSCRIPTIONS	532200	1,914	2,300	2,300	1,571	2,200	2,200
MILEAGE & TRAVEL	533900	193	1,500	1,500	0	1,250	1,250
STAFF DEVELOPMENT	543340	990	2,000	2,000	774	1,500	1,500
Appropriations Unit Supplies		3,660	8,800	8,800	2,212	7,750	7,750
PUBLIC LIABILITY INS.	551300	1,758	1,761	1,761	1,761	1,761	1,977
Appropriations Unit Fixed Charges		1,758	1,761	1,761	1,761	1,761	1,977
Total Expense for Business Unit		549,572	367,494	367,494	218,480	366,444	406,884

BUSINESS UNIT: DIVISION OF PERSONNEL SERVICES COUNTY-WIDE
FUND: 100 BUSINESS UNIT #: 14310

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
SALARIES-OVERTIME	511200	8,949	15,000	15,000	931	10,000	13,000
SALARIES TEMPORARY	511500	96,804	68,000	68,000	36,440	73,000	58,000

FICA	515100	0	6,350	6,350	33	6,350	5,432
RETIREMENT	515200	0	8,134	8,134	100	8,134	7,242
UNEMPLOYMENT COMP.	515800	45,134	50,000	50,000	12,076	50,000	50,000
EMPL. TESTING/EXAMINATIONS	519250	31,026	45,000	45,000	7,797	40,000	45,000
EMPLOYEE RECRUITMENT	519300	22,999	25,000	25,000	10,166	30,000	25,000
TUITION REIMBURSEMENT	519400	16,848	20,000	21,089	4,069	20,000	20,000
Appropriations Unit Personnel		221,760	237,484	238,573	71,612	237,484	223,674
OTHER PROFESSIONAL SVCS.	521900	1,891	8,000	8,000	2,507	8,000	8,000
COMMUNITY RELATIONS	525700	336	500	500	213	500	500
Appropriations Unit Contractual		2,227	8,500	8,500	2,720	8,500	8,500
Total Expense for Business Unit		223,987	245,984	247,073	74,332	245,984	232,174

Total Expenses for Business Unit		773,559	613,478	614,567	292,812	612,428	639,058
Total Levy for Business Unit		773,559	613,478			612,428	639,058

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DIVISION OF EMERGENCY MANAGEMENT

ACTIVITIES

The Emergency Management Division of the Department of Administrative Services is responsible for the planning, coordination, and implementation of all emergency government and Homeland Security related activities for Kenosha County. Most of these activities are mandated by the State of Wisconsin under Chapter 166, Emergency Management, as well as federal laws and regulations, Superfund Amendment and Reauthorization Act (SARA) Title III and the Homeland Security Act.

GOALS AND OBJECTIVES

The Mission of the Division of emergency Management is to lessen the loss of life and reduce injuries and property damage during natural and technological man-made incidents/events through mitigation (reducing the negative impact of disasters before they occur), preparedness (deducting the public and First Responders, conducting training and exercises for First Responders, creating/ updating emergency plans), response (coordinating quick and timely response by providing resources and equipping First Responders), and recovery (coordinating and expending restoration efforts).

- Coordinated and/or performs federal/state directives countywide under the Homeland Security Act, SARA Title III and WI State Statutes Chapter 166.
- Provides countywide emergency management services (mitigation, preparedness, response, recovery)
- Operates and maintains the County's emergency warning systems
- Provides effective coordination for First Responder Agencies/personnel involved in Emergency Management issues (training, exercises, actual events)
- Continues to seek out funding opportunities from various sources so as to benefit County Government, the public, and First Responder Agencies
- County Emergency Management Director also serves as Municipal Emergency Management Director for four of Kenosha County's twelve municipalities.
- Develops, coordinates and brings to the County training opportunities for all First Responders.
- Identifies, develops protocols for and assists in strengthening countywide critical infrastructure facilities.
- Identifies, develops protocols for and coordinates continuity of local/county government, businesses, and citizen's lives during actual events. This includes the Citizen Corps and Community Emergency Response Training Programs.

ADMINISTRATION-DIV. OF EMERGENCY MANAGEMENT

DIVISION	POSITION TITLE	CLASS TYPE	2001	2002	2003	2004	2005
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DIRECTOR OF EMERGENCY MGMT		NR-G	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE SECRETARY		990-C	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL			2.00	2.00	2.00	2.00	2.00

DEPT/DIV: ADMINISTRATIVE SERVICES - EMERGENCY MANAGEMENT

	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
Personnel	205,688	169,794	179,974	89,210	179,974	177,707
Contractual	19,274	71,605	118,687	7,020	85,187	107,170
Supplies	3,478	5,400	6,547	3,008	6,547	7,300
Fixed Charges	1,934	2,170	2,170	1,938	2,170	2,422
Grants/Contributions	268,511	565,563	1,061,541	332,026	1,051,541	580,500
Outlay	54,302	6,000	9,200	0	9,200	0
Total Expenses for Business Unit	553,187	820,532	1,378,119	433,202	1,334,619	875,099
Total Revenue for Business Unit	(360,566)	(674,273)	(1,208,240)	(524,897)	(874,740)	(720,340)
Total Levy for Business Unit	192,621	146,259			459,879	154,759

DEPT/DIV: ADMINISTRATIVE SERVICES - EMERGENCY MANAGEMENT

BUSINESS UNIT: DIVISION OF EMERGENCY MANAGEMENT

FUND: 100 BUSINESS UNIT #: 24100

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
SALARIES	511100	128,562	113,737	117,581	59,988	117,581	116,623
SALARIES-OVERTIME	511200	879	0	451	577	451	0
SALARIES	511500	0	4,200	7,999	0	7,999	4,200
FICA	515100	9,813	8,701	9,458	4,586	9,458	8,922
RETIREMENT	515200	37,320	11,146	12,475	5,363	12,475	11,895
MEDICAL INSURANCE	515400	28,710	31,536	31,536	18,396	31,536	35,640
LIFE INSURANCE	515500	173	272	272	98	272	263
WORKERS COMP.	515600	231	202	202	202	202	164
Appropriations Unit Personnel		205,688	169,794	179,974	89,210	179,974	177,707
OTHER PROFESSIONAL SVCS.	521900	0	39,750	80,640	244	54,140	61,840
UTILITIES	522200	938	1,600	2,900	0	2,900	1,600
TELECOMMUNICATIONS	522500	6,356	2,500	2,500	1,229	2,500	2,850
PAGER SERVICE	522510	81	80	80	41	80	80
MOTOR VEHICLE MTNCE.	524100	81	250	250	16	250	250
OFFICE MACH/EQUIP MTNCE.	524200	807	425	425	243	425	550
BLDG./EQUIP. MTNCE.	524600	11,016	12,000	16,892	5,365	16,892	13,000
Appropriations Unit Contractual		19,279	56,605	103,687	7,138	77,187	80,170
MACHY/EQUIP >100<5000	530050	0	0	0	0	0	2,000
OFFICE SUPPLIES	531200	1,276	1,550	1,750	143	1,750	1,300
PRINTING/DUPLICATION	531300	32	300	900	0	900	300
MEMBERSHIP DUES	532400	30	0	0	0	0	0
ADVERTISING	532600	45	50	250	46	250	50
MILEAGE & TRAVEL	533900	245	300	366	77	366	300
OTHER OPERATING SUPPLIES	534900	423	200	200	1,730	200	200
GAS/OIL/ETC	535100	384	750	750	180	750	800
STAFF DEVELOPMENT	543340	1,043	2,250	2,331	832	2,331	2,350
Appropriations Unit Supplies		3,478	5,400	6,547	3,008	6,547	7,300
INSURANCE ON BUILDINGS	551100	36	268	268	36	268	287
PUBLIC LIABILITY INS.	551300	1,898	1,902	1,902	1,902	1,902	2,135
Appropriations Unit Fixed Charges		1,934	2,170	2,170	1,938	2,170	2,422
PURCHASED SERV. ADMIN.	571760	12,500	12,500	12,500	0	12,500	12,500

HAZARDOUS MATL PASS THRU	571790	0	10,000	10,000	0	0	10,000
TERRORISM/WMD PASS THRU	571800	253,257	539,063	1,035,041	327,002	1,035,041	550,000
HAZMAT EQUIPMENT	571810	2,754	4,000	4,000	5,024	4,000	8,000
Appropriations Unit Grants/Contributions		268,511	565,563	1,061,541	332,026	1,051,541	580,500
MACHY/EQUIP >5000	580050	0	0	3,200	0	3,200	0
COMPUTER HARDWARE/SOFTWARE	581700	5,551	6,000	6,000	0	6,000	0
Appropriations Unit Outlay		5,551	6,000	9,200	0	9,200	0
Total Expense for Business Unit		504,441	805,532	1,363,119	433,320	1,326,619	848,099

BUSINESS UNIT: DIVISION OF EMERGENCY MANAGEMENT
FUND: 411 BUSINESS UNIT #: 24180

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted - Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
MACHY/EQUIP >5000	580050	48,751	0	0	0	0	0
Appropriations Unit Outlay		48,751	0	0	0	0	0
Total Expense for Business Unit		48,751	0	0	0	0	0

BUSINESS UNIT: DIVISION OF EMERGENCY MANAGEMENT
FUND: 100 BUSINESS UNIT #: 24190

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
OTHER PROFESSIONAL SVCS.	521900	-5	15,000	15,000	-118	8,000	27,000
Appropriations Unit Contractual		-5	15,000	15,000	-118	8,000	27,000
Total Expense for Business Unit		-5	15,000	15,000	-118	8,000	27,000

BUSINESS UNIT: REVENUE: DIVISION OF EMERGENCY MANAGEMENT
FUND: 100 BUSINESS UNIT #: 24100

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
EMERGENCY GOV. REIMBURSEMENT	443700	47,559	36,310	36,310	11,467	44,878	35,810
SARA/TITLE III	443720	35,460	35,900	35,900	6,700	35,900	36,440

HAZARDOUS MAT'L COLLECTIONS	443730	0	10,000	10,000	0	0	10,000
TERRORISM/WMD	443740	275,203	539,063	1,055,920	500,984	760,041	275,000
FEMA GRANT	443750	0	16,500	16,500	0	0	0
NON GOVERNMENTAL GRANT	443760	0	10,000	10,000	0	0	0
HMEP GRANT	443765	0	10,000	10,000	0	10,000	0
CITIZEN CORPS	443770	2,344	0	7,110	5,746	5,921	0
EXERCISE GRANT	443780	0	0	10,000	0	10,000	0
CARRYOVER	449980	0	1,500	1,500	0	0	343,090
Appropriations Unit Revenue		360,566	659,273	1,193,240	524,897	866,740	700,340
Total Funding for Business Unit		360,566	659,273	1,193,240	524,897	866,740	700,340

BUSINESS UNIT:	REVENUE: DIVISION OF EMERGENCY MANAGEMENT
FUND: 100	BUSINESS UNIT #: 24190

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
TRAINING REIMBURSEMENT	445900	0	15,000	15,000	0	8,000	20,000
Appropriations Unit Revenue		0	15,000	15,000	0	8,000	20,000
Total Funding for Business Unit		0	15,000	15,000	0	8,000	20,000

Total Expenses for Business Unit	553,187	820,532	1,378,119	433,202	1,334,619	875,099
Total Revenue for Business Unit	(360,566)	(674,273)	(1,208,240)	(524,897)	(874,740)	(720,340)
Total Levy for Business Unit	192,621	146,259			459,879	154,759

DIVISION OF FINANCIAL SERVICES

ACTIVITIES

To maintain the central county financial system in accordance with generally accepted accounting principles; to assist in the preparation of the annual budget, and monitor and control the budget after its adoption; and to report to the County Administration and County Board on the financial condition of the county.

GOALS AND OBJECTIVES

- To complete the certified single audit by established deadline.
- To review new accounting principles issued by the Governmental Accounting Standards Board, to assess their impact on Kenosha County, and to implement the practices as appropriate. This will include standards that impact on accounting of other post employment benefits.
- To prepare for upgrade of JD Edwards ERP system, with implementation planned for 2006. This will affect the general ledger, payroll, accounts payable, accounts receivable, and purchasing.
- To continue to review cash handling throughout the county, develop procedures, and improve controls.
- To complete the County Executive and County Board budgets by established deadlines.
- To process all budget modifications within 48 hours of notice of authorization.
- To ensure that each budget shall reflect policies determined by the County Executive and County Board.
- To adapt the payroll system to accommodate changes resulting from union contract negotiations, or federal and state laws.
- To act as liaison to the Finance Committee, provide information and analysis as requested, and assist with coordination of all committee meetings.
- To assist the Finance Committee in the development of the annual budget.

ADMINISTRATION-DIVISION OF FINANCIAL SERVICES

DIVISION	POSITION TITLE	CLASS TYPE	2001	2002	2003	2004	2005
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ADMINISTRATIVE

DIRECTOR OF FINANCIAL SERVICES	NR-K	1.00	1.00	1.00	1.00	1.00	1.00
ASST DIR OF FINANCE/BUDGET MGR	NR-J	1.00	1.00	1.00	1.00	1.00	1.00
PAYROLL SUPERVISOR	NR-B	1.00	1.00	1.00	1.00	1.00	1.00
SENIOR ACCOUNTANT	990-C	1.00	1.00	1.00	1.00	1.00	1.00
ACCOUNTING SPECIALIST	990-C	2.00	2.00	2.00	1.00	1.00	1.00
PAYROLL SPECIALIST	990-C	3.00	3.00	3.00	3.00	3.00	3.00
DIVISION TOTAL		9.00	9.00	9.00	8.00	8.00	8.00

DEPT/DIV: ADMINISTRATIVE SERVICES - FINANCIAL SERVICES

<u>Business Unit Summary</u>	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) Executive Adopted Budget	(7) Finance Committee Adjustments	(8) 2005 Proposed Operating and Capital Budget
Personnel	732,820	664,406	664,406	324,804	658,406	688,447		688,447
Contractual	308,326	314,505	355,182	142,920	314,505	391,397		391,397
Supplies	7,608	6,780	6,780	2,928	6,780	7,257	0	7,257
Fixed Charges	2,813	2,818	2,818	2,818	2,818	3,164		3,164
Total Expenses for Business Unit	1,051,567	988,509	1,029,186	473,470	982,509	1,090,265	0	1,090,265
Total Revenue for Business Unit	0	0	0	0	0	(75,000)		(75,000)
Total Levy for Business Unit	1,051,567	988,509			982,509	1,015,265	0	1,015,265

DEPT/DIV: ADMINISTRATIVE SERVICES - FINANCIAL SERVICES

BUSINESS UNIT: DIVISION OF FINANCIAL SERVICES
FUND: 100 BUSINESS UNIT #: 15100

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) Executive Adopted Budget	(7) Finance Committee Adjustments	(8) 2005 Proposed Operating and Capital Budget
SALARIES	511100	457,135	459,567	459,567	218,852	459,567	467,207		467,207
SALARIES-OVERTIME	511200	5,518	12,000	12,000	2,462	6,000	6,000		6,000
FICA	515100	35,133	36,075	36,075	16,881	36,075	36,200		36,200
RETIREMENT	515200	134,609	46,212	46,212	21,258	46,212	48,266		48,266
MEDICAL INSURANCE	515400	97,895	107,760	107,760	63,840	107,760	128,454		128,454
LIFE INSURANCE	515500	1,540	1,823	1,823	542	1,823	1,505		1,505
WORKERS COMP.	515600	990	969	969	969	969	815		815
Appropriations Unit : Personnel		732,820	664,406	664,406	324,804	658,406	688,447		688,447
ACCOUNTING & AUDITING	521300	75,694	74,566	74,566	37,115	74,566	78,366		78,366
OTHER PROFESSIONAL SVCS.	521900	230,104	235,448	276,125	105,805	235,448	318,273		318,273
OFFICE MACH/EQUIP MTNCE.	524200	17	0	0	0	0	0		0
Appropriations Unit : Contractual		305,815	310,014	350,691	142,920	310,014	396,639		396,639
OFFICE SUPPLIES	531200	2,760	3,200	3,200	475	3,200	3,000		3,000
SUBSCRIPTIONS	532200	1,162	1,230	1,230	876	1,230	907		907
MILEAGE & TRAVEL	533900	257	350	350	98	2,000	3,000	(2,650)	350
STAFF DEVELOPMENT	543340	3,429	2,000	2,000	1,479	350	350	2,650	3,000
Appropriations Unit : Supplies		7,608	6,780	6,780	2,928	6,780	7,257	0	7,257
PUBLIC LIABILITY INS.	551300	2,813	2,818	2,818	2,818	2,818	3,164		3,164
Appropriations Unit : Fixed Charges		2,813	2,818	2,818	2,818	2,818	3,164		3,164
Total Expense for Business Unit		1,049,056	984,018	1,024,695	473,470	978,018	1,095,507	0	1,095,507

BUSINESS UNIT: DIVISION OF FINANCIAL SERVICES -STATE SPEC. CHG INST.
FUND: 100 **BUSINESS UNIT #:** 58010

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) Executive Adopted Budget	(7) Finance Committee Adjustments	(8) 2005 Proposed Operating and Capital Budget
LEGAL FEES	521200	2,511	4,491	4,491	0	4,491	(5,242)	(5,242)	
Appropriations Unit : Contractual		2,511	4,491	4,491	0	4,491	(5,242)	(5,242)	
Total Expense for Business Unit		2,511	4,491	4,491	0	4,491	(5,242)	(5,242)	

BUSINESS UNIT: REVENUE: FINANCIAL SERVICES
FUND: 100 **BUSINESS UNIT #:** 15100

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) Executive Adopted Budget	(7) Finance Committee Adjustments	(8) 2005 Proposed Operating and Capital Budget
RESERVES	449990	0	0	0	0	0	75,000	75,000	
Appropriations Unit : Revenue		0	0	0	0	0	75,000	75,000	
Total Funding for Business Unit		0	0	0	0	0	75,000	75,000	

Total Expenses for Business Unit	1,051,567	988,509	1,029,186	473,470	982,509	1,090,265	0	1,090,265
Total Revenue for Business Unit	0	0	0	0	0	(75,000)		(75,000)
Total Levy for Business Unit	1,051,567	988,509			982,509	1,015,265	0	1,015,265

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PURCHASING DIVISION SERVICES

ACTIVITIES

In 2004, the Purchasing Division operated with a full time staff of three. The division is responsible for all county procurement with the exception of construction/public works, professional services and real estate, however, the Purchasing Division works with all of these operations to provide professional procurement assistance, guidance in RFP's and formal bidding processes. The Purchasing Division will continue to absorb more buying responsibilities for the budgeted products and services approved for the Public Works Department in 2005 and beyond. This will guarantee public bidding of these large expenditures and the inherent benefits therein in reducing costs of operations.

In addition, the Purchasing Division will hold discussion sessions and become proactive with Kenosha County towns and villages to assist them in lowering their procurement costs. This initiative of County Executive Kehl is intended to share our successes, procurement expertise and procurement methods with them, where they express desire for our procurement assistance.

The division is further responsible for conducting occasional public auctions of county surplus and outdated items when sufficient surplus is on hand to justify holding a public auction. In 2005 the Purchasing Services Division will test an online auction disposal service which, if successful, will lower county costs associated with surplus disposal and make disposal more efficient and less labor intensive.

The County Board policy governing purchasing activities was revised in 1999 to become effective in 2000 (ordinances 3.11, 3.62, & 3.625). The division receives and acts upon approximately 2,000 purchase requisitions yearly and does the processing of this work through various competitive, professional purchasing processes.

These methods include the development of invitations for bids (*IFB), requests for proposals (RFP), and negotiations as well as other less formal requests for quotations (RF!). Telephone and Internet (e-procurement and/or e-business) as well as other methods are used to assure adequate quality at the best prices. The division does product and pricing analysis, life cycle costing as well as product testing or arranging of product testing on behalf of the county. Dispute and contract resolutions, product warranty administration, specification writing, purchasing software utilization, departmental RFP and bidding assistance, training and overview, product returns, expediting and error resolution are but a few of the main tasks carried out by the division's staff on an ongoing basis. The director may delegate certain specific procurements back to departments as determined to be in the county's best interest.

The division maintains a new automated bidder and vendor list via specific categories; writes, edits and evaluates product and service specifications, arranges product demonstrations and informational sessions, hosts visits from numerous company marketing and sales representatives and communicated this information to department. The division is proactive in cooperative purchasing opportunities with other southeastern Wisconsin

governmental and professional buying organizations. Some of these include the State Vendornet, the Federal General Services Administration, the State Bureau of Procurement, and the V.A.L.U.E. Purchasing group of southeastern Wisconsin and others where pricing and service advantages can be realized for Kenosha County. The division also is responsible for JD Edwards “purchasing” software training and for use within the division, as well as for all other county departments, which are online with this software.

GOALS AND OBJECTIVES

- The primary objective of the Purchasing Office is to provide technical and professional purchasing services which produce the best value for the goods, services and equipment budgeted by the County Board for county operations. Every effort is made to procure these items and services, at the right quantity, at the right time and at the lowest, responsive and responsible pricing.
- The Purchasing Division shall further its progress in the area of effective purchasing centralization and the cost benefits inherent in this approach.
- Provide JDE purchasing software training to all county departments as required. Departments need such training in order to pay for purchases made where a purchase order is issued via the Purchasing Services Division.
- Plan and conduct a test of an online auction service for the disposal of county surplus.
- Expand the county’s involvement in e-procurement through the DemandStar.
- Print and distribute to all county departments a Kenosha County purchasing procedure guideline in pamphlet form.
- Continue to expand the role of the Purchasing Services Division in purchasing competitively, the product and services of the Public Works Department, which was begun in 2003.
- Assist Kenosha County towns and villages in their procurement efforts.

ADMINISTRATION-DIVISION OF PURCHASING SERVICES

DIVISION	POSITION TITLE	CLASS TYPE	2001	2002	2003	2004	2005
	PURCHASING DIRECTOR	NR-H	1.00	1.00	1.00	1.00	1.00
	PURCHASING SPECIALIST	NR-B	1.00	1.00	1.00	1.00	1.00
	BUYER	990-C	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL			3.00	3.00	3.00	3.00	3.00

DEPT/DIV: ADMINISTRATIVE SERVICES - PURCHASING SERVICES

	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
Personnel	280,846	254,795	254,795	130,449	254,795	268,333
Supplies	3,782	4,800	4,964	1,754	4,800	5,550
Fixed Charges	1,382	1,385	1,385	1,385	1,385	1,555
Outlay	0	0	0	0	0	0
Total Expenses for Business Unit	286,010	260,980	261,144	133,588	260,980	275,438
Total Levy for Business Unit	286,010	260,980			260,980	275,438

DEPT/DIV: ADMINISTRATIVE SERVICES - PURCHASING SERVICES

BUSINESS UNIT: DIVISION OF PURCHASING SERVICES

FUND: 100 BUSINESS UNIT #: 15500

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted _ Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
SALARIES	511100	171,863	175,772	175,772	87,102	175,772	181,470
FICA	515100	13,086	13,447	13,447	6,650	13,447	13,882
RETIREMENT	515200	51,923	17,226	17,226	8,536	17,226	18,510
MEDICAL INSURANCE	515400	43,064	47,304	47,304	27,594	47,304	53,460
LIFE INSURANCE	515500	695	818	818	339	818	817
WORKERS COMP.	515600	215	228	228	228	228	194
Appropriations Unit Personnel		280,846	254,795	254,795	130,449	254,795	268,333
MACHY/EQUIP >100<5000	530050	0	0	0	0	0	750
OFFICE SUPPLIES	531200	650	650	650	111	650	650
PRINTING/DUPLICATION	531300	44	475	639	164	475	475
BOOKS & MANUALS	532300	179	300	300	162	300	300
ADVERTISING	532600	28	475	475	0	475	475
STAFF DEVELOPMENT	543340	2,881	2,900	2,900	1,317	2,900	2,900
Appropriations Unit Supplies		3,782	4,800	4,964	1,754	4,800	5,550
PUBLIC LIABILITY INS.	551300	1,382	1,385	1,385	1,385	1,385	1,555
Appropriations Unit Fixed Charges		1,382	1,385	1,385	1,385	1,385	1,555
MACHY/EQUIP >5000	580050	0	0	0	0	0	0
Appropriations Unit Outlay		0	0	0	0	0	0
Total Expense for Business Unit		286,010	260,980	261,144	133,588	260,980	275,438

Total Expenses for Business Unit	286,010	260,980	261,144	133,588	260,980	275,438
Total Levy for Business Unit	286,010	260,980			260,980	275,438

DIVISION OF INFORMATION SERVICES

ACTIVITIES

The mission of the Information Services Division is to facilitate maximizing staff efficiency and productivity of all county departments by utilizing information technology in order to meet the increased demand for the services that they provide.

The Information Services Division is responsible for developing and supporting the County's computer and telecommunication systems. The division supports an integrated network capable of communication between all county buildings as well as other state, local and municipal agencies. The Information Services Division supports all telecommunication (voice and data) systems. The division is responsible for developing computer standards and policies, maintaining security, and safeguarding the integrity of the data on the County's many computer systems.

The division provides on-line computer access to property information; generates and prints tax bills for all the municipalities except for the City of Kenosha; runs special reports such as labels, tax rolls and assessment roll lists for the towns and villages; and provides technical resources to county departments.

The Information Services Division is also responsible for Central Office Services, which collects and distributes the County's mail on a daily basis. It is vital to the distribution of tax bills, shipping and receiving of all computer equipment, and payment of bills.

GOALS AND OBJECTIVES

- To research, develop, provide and support the communication and computerized technology tools for all departments.
- To minimize redundant information systems within and between county departments by allowing multiple systems to "talk to one another" in as a "seamless" a manner as possible.
- Maintain standards in hardware and software throughout the County network to allow for more efficient and cost effective maintenance of the Kenosha County computer systems.
- To provide reliable and stable hardware and software solutions that will endure and grow as information technology changes.

ADMINISTRATION-DIVISION OF INFORMATION SERVICES

DIVISION	POSITION TITLE	CLASS TYPE	2001	2002	2003	2004	2005
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ADMINISTRATIVE

DIRECTOR, INFORMATION SYSTEMS	NR-L	1.00	1.00	1.00	1.00	1.00	1.00
ACCOUNT CLERK	990-C	2.00	2.00	2.00	2.00	2.00	2.00
AREA TOTAL			3.00	3.00	3.00	3.00	3.00

APPLICATIONS DESIGN

APPLICATIONS DEVELOPMENT MANAGER	NR-J	1.00	1.00	1.00	1.00	1.00	1.00
SENIOR SYSTEMS ANALYST	NR-G	4.00	5.00	5.00	5.00	5.00	5.00
SYSTEMS ANALYST AND COORDINATOR	NR-E	4.00	3.00	3.00	3.00	3.00	3.00
SOFTWARE SUPPORT ANALYST	NR-E	1.00	1.00	1.00	1.00	1.00	1.00
AREA TOTAL			10.00	10.00	10.00	10.00	10.00

SYSTEMS OPERATIONS

OPERATION SYSTEM MANAGER	NR-J	1.00	1.00	1.00	1.00	1.00	1.00
COMMUNICATION TECHNICIAN	990-C	2.00	2.00	2.00	2.00	2.00	2.00
SENIOR SYSTEMS OPERATOR	990-C	1.00	1.00	1.00	1.00	1.00	1.00
NETWORK ENGINEER	NR-G	1.00	1.00	1.00	1.00	1.00	1.00
SYSTEMS ENGINEER	NR-G	1.00	1.00	1.00	1.00	1.00	1.00
TELECOMMUNICATIONS ANALYST	NR-G	1.00	1.00	1.00	1.00	1.00	1.00
AREA TOTAL			7.00	7.00	7.00	7.00	7.00
DIVISION TOTAL			20.00	20.00	20.00	20.00	20.00

DEPT/DIV: ADMINISTRATIVE SERVICES - INFORMATION SERVICES

	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted & Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
Personnel	1,909,435	1,756,699	1,756,699	857,922	1,756,699	1,848,667
Contractual	291,335	305,315	325,815	187,838	305,315	290,335
Supplies	180,095	182,000	182,000	71,212	182,000	180,550
Fixed Charges	10,977	9,692	9,692	9,019	9,692	10,893
Outlay	905,448	839,000	1,097,254	260,626	839,000	836,000
Total Expenses for Business Unit	3,297,290	3,092,706	3,371,460	1,386,617	3,092,706	3,166,445
Total Revenue for Business Unit	(264,245)	(983,000)	(1,052,409)	(62,605)	(1,052,409)	(1,014,000)
Total Levy for Business Unit	3,033,045	2,109,706			2,040,297	2,152,445

DEPT/DIV: ADMINISTRATIVE SERVICES - INFORMATION SERVICES

BUSINESS UNIT: DIVISION OF INFORMATION SERVICES/CENTRAL SERVICES
FUND: 100 BUSINESS UNIT #: 14400

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted _ Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
SALARIES	511100	1,189,283	1,244,591	1,244,591	582,751	1,244,591	1,282,806
SALARIES-OVERTIME	511200	2,192	5,000	5,000	767	5,000	5,000
FICA	515100	91,268	95,594	95,594	44,739	95,594	98,500
RETIREMENT	515200	357,388	122,459	122,459	56,243	122,459	131,336
MEDICAL INSURANCE	515400	264,077	282,528	282,528	169,730	282,528	324,924
LIFE INSURANCE	515500	3,365	4,576	4,576	1,741	4,576	4,468
WORKERS COMP.	515600	1,862	1,951	1,951	1,951	1,951	1,633
Appropriations Unit Personnel		1,909,435	1,756,699	1,756,699	857,922	1,756,699	1,848,667
DATA PROCESSING COSTS	521400	242,187	244,050	244,050	164,907	244,050	218,500
TELECOMMUNICATIONS	522500	45,717	43,900	43,900	19,516	43,900	54,260
OFFICE MACH/EQUIP MTNCE.	524200	3,431	4,365	4,365	3,415	4,365	4,575
Appropriations Unit Contractual		291,335	292,315	292,315	187,838	292,315	277,335
POSTAGE	531100	153,014	145,000	145,000	55,734	145,000	145,000
OFFICE SUPPLIES	531200	9,766	13,050	13,050	4,671	13,050	12,200
PRINTING/DUPLICATION	531300	2	0	0	0	0	0
SUBSCRIPTIONS	532200	484	900	900	25	900	500
BOOKS & MANUALS	532300	337	400	400	0	400	200
MILEAGE & TRAVEL	533900	2,289	2,650	2,650	1,503	2,650	2,650
STAFF DEVELOPMENT	543340	14,203	20,000	20,000	9,279	20,000	20,000
Appropriations Unit Supplies		180,095	182,000	182,000	71,212	182,000	180,550
PUBLIC LIABILITY INS.	551300	8,795	8,812	8,812	8,812	8,812	9,893
EQUIP. LEASE/RENTAL	553300	2,182	880	880	207	880	1,000
Appropriations Unit Fixed Charges		10,977	9,692	9,692	9,019	9,692	10,893
MACHY/EQUIP >5000	580050	0	0	0	0	0	23,000
Appropriations Unit Outlay		0	0	0	0	0	23,000
Total Expense for Business Unit		2,391,842	2,240,706	2,240,706	1,125,991	2,240,706	2,340,445

BUSINESS UNIT: DIVISION OF INFO. SERVICES - CAPITAL

FUND: 411 BUSINESS UNIT #: 14480

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
DATA PROCESSING COSTS	521400	0	13,000	33,500	0	13,000	13,000
Appropriations Unit Contractual		0	13,000	33,500	0	13,000	13,000
COMMUNICATION EQUIPMENT	581310	53,199	0	30,365	1,900	0	0
COMPUTER HARDWARE/SOFTWARE	581700	852,249	839,000	1,066,889	258,726	839,000	813,000
Appropriations Unit Outlay		905,448	839,000	1,097,254	260,626	839,000	813,000
Total Expense for Business Unit		905,448	852,000	1,130,754	260,626	852,000	826,000

BUSINESS UNIT: REVENUE: DIVISION OF INFORMATION SERVICES

FUND: 100 BUSINESS UNIT #: 14400

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
DSS SPECIAL REVENUES	442990	50,820	51,000	51,000	0	51,000	37,000
HEALTH IS SUPPORT REVENUES	442991	0	0	0	0	0	50,000
HEALTH TELECOM REVENUES	442992	0	0	0	0	0	4,000
LAND INFO SYSTEMS FEE	445560	34,973	35,000	35,000	0	35,000	37,000
DATA PROCESSING FEES	445770	58,039	45,000	45,000	37,598	45,000	60,000
Appropriations Unit Revenue		143,832	131,000	131,000	37,598	131,000	188,000
Total Funding for Business Unit		143,832	131,000	131,000	37,598	131,000	188,000

BUSINESS UNIT: REVENUE: DIVISION OF INFORMATION SERVICES COUNTY-WIDE

FUND: 411 BUSINESS UNIT #: 14480

Account Description:	OBJ:	(1) 2003 Actual	(2) 2004 Adopted Budget	(3) 2004 Budget Adopted Modified 6/30	(4) 2004 Actual as of 6/30	(5) 2004 Projected at 12/31	(6) 2005 Proposed Operating and Capital Budget
BONDING	440000	0	770,000	770,000	0	770,000	258,000
DSS SPECIAL REVENUES	442990	55,081	39,000	108,409	0	108,409	63,000
LAND INFO SYSTEMS FEE	445560	65,332	43,000	43,000	25,007	43,000	43,000
RESERVES	449990	0	0	0	0	0	462,000

Appropriations Unit	Revenue	120,413	852,000	921,409	25,007	921,409	826,000
Total Funding for Business Unit		120,413	852,000	921,409	25,007	921,409	826,000
.....							
Total Expenses for Business Unit		3,297,290	3,092,706	3,371,460	1,386,617	3,092,706	3,166,445
Total Revenue for Business Unit		(264,245)	(983,000)	(1,052,409)	(62,605)	(1,052,409)	(1,014,000)
Total Levy for Business Unit		3,033,045	2,109,706			2,040,297	2,152,445
.....							

2005 CAPITAL OUTLAY

						PROPOSED OUTLAY BUDGET
DEPARTMENT	FUND	BUS. UNIT	OBJ.	ITEM/DESCRIPTION	QNTY	
ADM SVS - Info. Serv. -County Wide	100	15610	580050	Inserter/Folder/Postage scale equipment		\$23,000
				Levy funded outlay		----- \$23,000 -----
ADM SVS - Info. Serv. -County Wide	411	14480	581700	Project 1 - Cash collections control, property tax, and KALM Systems		\$68,000
ADM SVS - Info. Serv. -County Wide	411	14480	581700	Project 2 - Human Services Systems - upgrades and modifications		\$19,500
ADM SVS - Info. Serv. -County Wide	411	14480	581700	Project 3 - Fiscal and payroll Systems - upgrades and modifications		\$5,000
ADM SVS - Info. Serv. -County Wide	411	14480	581700	Project 4 - County-wide network upgrades and replacements of software and equip.		\$596,500
ADM SVS - Info. Serv. -County Wide	411	14480	581700	Project 5 - Law Enforcement, Courts, and Judicial Systems - upgrades and mods.		\$62,500
ADM SVS - Info. Serv. -County Wide	411	14480	581700	Project 6 - County-wide and Departmental projects		\$31,500
ADM SVS - Info. Serv. -County Wide	411	14460	581700	WEB Project		\$30,000
				Revenue \$93,000, Reserves \$462,000 and \$258,000 Bonded over \$25,000 included in CIP		----- \$813,000 -----

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