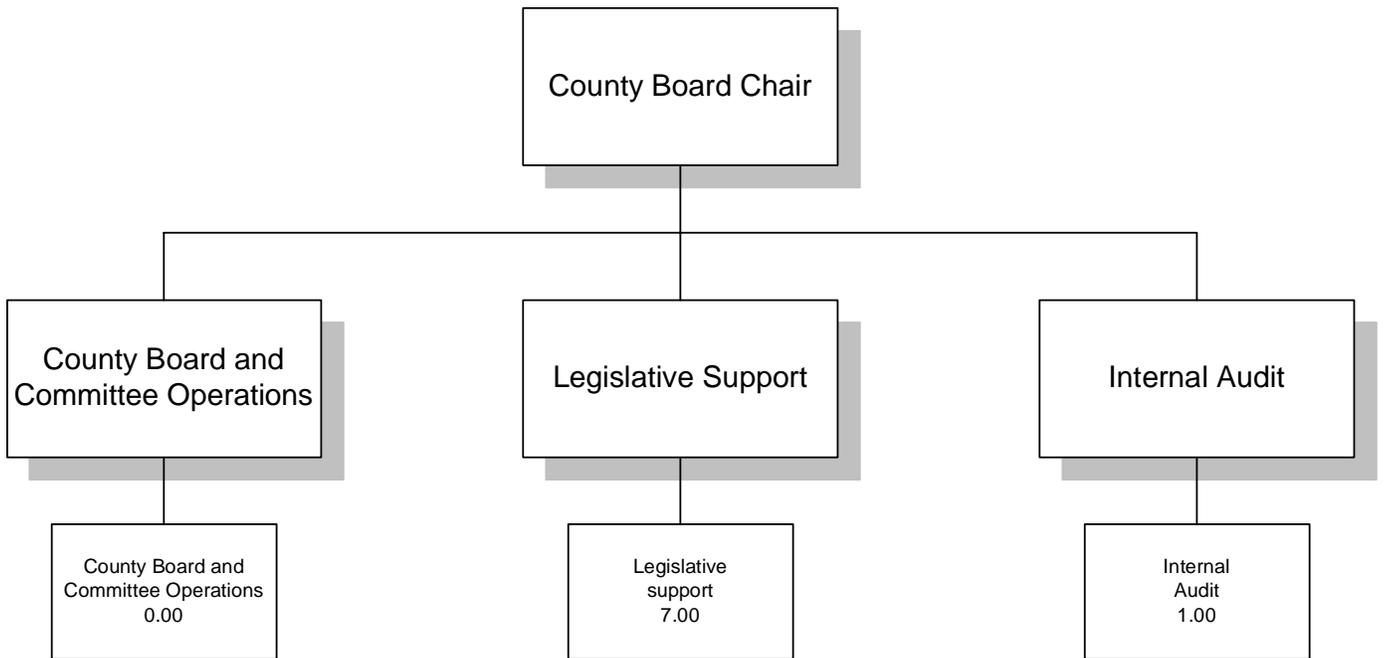


COUNTY BOARD CHAIR'S OFFICE

FUNCTION / PROGRAM CHART



8.00 TOTAL FTE'S

1. Position counts stated in terms of budgeted full time equivalent positions (FTE) includes extra help and overtime.
2. See Stats/Trends Section for position detail.

Statement of Purpose

The mission of the Waukesha County Board of Supervisors is to enact legislation to establish policy to promote the health, safety, welfare and quality of the life of the people of Waukesha County in a fiscally responsible manner.

The legislative body of the County is the Board of Supervisors, which consists of 25 members who are elected by districts to two-year terms in even numbered years. From its members, the Board elects a Chairperson, First Vice-Chairperson, and Second Vice-Chairperson as officers of the County Board. There are seven standing committees of the County Board organized on functional lines. The Executive, Finance, and Personnel Committees deal with administrative policy matters, whereas the remaining four standing committees, Judiciary and Law Enforcement; Health and Human Services; Land Use, Parks and Environment; and Public Works, are concerned with policy matters affecting public services.

Through the Internal Audit function, the County Board provides financial and program evaluations to assure cost-effective and efficient use of available resources.

Financial Summary	2007	2008	2008	2009	Change From 2008	
	Actual	Adopted Budget	Estimate (a)	Budget (b)	Adopted Budget	
					\$	%
Revenues						
General Government	\$0	\$0	\$0	\$0	\$0	N/A
Fine/Licenses	\$0	\$0	\$0	\$0	\$0	N/A
Charges for Services	\$0	\$0	\$0	\$0	\$0	N/A
Interdepartmental	\$0	\$0	\$0	\$0	\$0	N/A
Other Revenue	\$0	\$0	\$0	\$0	\$0	N/A
Appr. Fund Balance (a)	\$0	\$0	\$48,767	\$0	\$0	N/A
County Tax Levy (b)	\$1,382,745	\$1,340,437	\$1,340,437	\$1,314,173	(\$26,264)	-2.0%
Total Revenue Sources	\$1,382,745	\$1,340,437	\$1,389,204	\$1,314,173	(\$26,264)	-2.0%
Expenditures						
Personnel Costs	\$1,111,296	\$1,173,741	\$1,149,028	\$1,043,249	(\$130,492)	-11.1%
Operating Expenses (a)	\$72,791	\$135,278	\$175,384	\$236,189	\$100,911	74.6%
Interdept. Charges (b)	\$36,438	\$31,418	\$30,002	\$34,735	\$3,317	10.6%
Fixed Assets	\$0	\$0	\$0	\$0	\$0	N/A
Total Expenditures	\$1,220,525	\$1,340,437	\$1,354,414	\$1,314,173	(\$26,264)	-2.0%
Rev. Over (Under) Exp.	\$162,220	-	\$34,790	-	-	N/A

Position Summary (FTE)

Regular Positions	8.00	9.00	9.00	8.00	(1.00)
Extra Help	0.00	0.00	0.00	0.00	0.00
Overtime	0.00	0.00	0.00	0.00	0.00
Total	8.00	9.00	9.00	8.00	(1.00)

- (a) General Fund Balance of \$48,767 is related to a 2007 carryover from 2007 Budget to 2008 Budget in the Internal Audit Program for a contract transit audit.
- (b) Interdepartmental charges increase largely due to tax levy being shifted from the End User Technology Fund to user departments' budgets to cover the phasing in of full cost allocations from the new charging methods, as recommended by Internal Audit for expenditure charge increases above 3%.

Major Departmental Strategic Outcomes and Objectives for 2009

County-Wide Key Strategic Outcome: An economically vibrant county

Objective 1: Maintain exemplary financial management policy and practices to help lower borrowing costs and tax rate.

Key Outcome Indicator: The bond rating status is reflective of the County's diverse and growing tax base, personal income levels, solid financial position and flexibility, and low debt burden.

Performance Measure:	2007 Actual	2008 Actual	2008 Target	2009 Target
County's Bond Rating	AAA/Aaa	AAA/Aaa	AAA/Aaa	AAA/Aaa

Objective 2: Create an environment that promotes County-wide economic development.

Key Outcome Indicator: Continued growth in the County's equalized value.

Performance Measure:	2006 Budget	2007 Budget	2008 Budget	2009 Budget
Equalized values* (including Tax Incremental Districts (TID))	\$45.5 billion	\$49.5 billion	\$51.99 billion	\$53.06 billion

* Amounts shown are prior year values for the subsequent year budget.

County-Wide Key Strategic Outcome: Cost effective services delivered with competence and skill

Objective 3: Conduct research, provide analysis and make recommendations that result in cost effective services for taxpayers. (Legislative Support)

Key Outcome Indicator: Tax rate is one factor to demonstrate cost effectiveness of services reliant on Tax Levy.

Performance Measure:	2007 Actual	2008 Target	2008 Estimate	2009 Target
Tax rate changes (Brackets mean reductions.)	(6.77%)	<0%	(2.8%)	<1%

Objective 4: Complete operational, performance and financial audits to promote efficiency, economy and adequate internal controls. (Internal Audit)

Complete audits of the Community Development Block Grant Program, Consolidated Dispatch Operations and cell phone usage.

Key Outcome Indicator: Bond rating measures efficacy, efficiency, best practices and cost effectiveness of services. (See county bond rating above.)

Legislative Support

County-Wide Key Strategic Outcome: Cost effective services delivered with competence and skill

Program Description

Provides for the directing of the day-to-day activities of the County Board's professional, audit, and secretarial staff; support to the seven standing committees; legislative and lobbying effort for the County; and research, analysis, evaluation, and recommendations to the County Board and its committees.

	2007 Actual	2008 Budget	2008 Estimate	2009 Budget	Budget Change
Staffing (FTE)	7.00	7.00	7.00	7.00	0.00
General Government	\$0	\$0	\$0	\$0	\$0
Fine/Licenses	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0	\$0
Interdepartmental	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$0	\$0	\$0	\$0	\$0
Appr. Fund Balance	\$0	\$0	\$0	\$0	\$0
County Tax Levy	\$653,195	\$678,144	\$678,144	\$687,799	\$9,655
Total Revenues	\$653,195	\$678,144	\$678,144	\$687,799	\$9,655
Personnel Costs	\$605,538	\$627,732	\$617,745	\$634,067	\$6,335
Operating Expenses	\$21,092	\$29,233	\$28,018	\$30,014	\$781
Interdept. Charges	\$26,849	\$21,179	\$20,310	\$23,718	\$2,539
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$653,479	\$678,144	\$666,073	\$687,799	\$9,655

Rev. Over (Under) Exp.	(\$284)	-	\$12,071	-	-
------------------------	---------	---	----------	---	---



Program Highlights

- Tax Levy for this program is \$687,799, an increase of \$9,655.
- Personnel costs are at \$634,067 which is an increase of \$6,335. This includes normal step increases for represented staff, as well as merit increases for non-represented staff. Staffing changes result in revisions to work assignments, staff coverage and cross training to promote effective and efficient coverage.
- Staff works to enhance Board knowledge regarding facility planning, criminal justice issues, transportation, and budget impacts.
- County Board office prepares agendas and minutes for the Criminal Justice Collaborating Council and its subcommittees.
- Operating expense amounts remain relatively stable at \$30,014. Interdepartmental charges at \$23,718 increase by \$2,539 due to tax levy of \$2,307 being shifted from the End User Technology Fund to user departments' budgets to cover the phasing in of full cost allocations from the new charging methods, as recommended by Internal Audit for expenditure charge increases above 3%.



Activity-Workload Data	2007 Actual	2008 Budget	2008 Estimate	2009 Budget	Budget Change
Committee agenda/minutes prepared	331	300	300	300	0
Advisement to committees by staff	300	230	275	275	45
Staff participating in community events/mtgs/confs.	117	110	110	110	0
Meetings w/Legislators/Advisory groups	239	225	230	225	0

County Board and Committees Operations

County-Wide Key Strategic Outcome: An economically vibrant county

Program Description

Provide funds for the personnel and direct costs associated with the twenty-five County Board supervisors, its committees, and the professional associations to which it belongs.

	2007 Actual	2008 Budget	2008 Estimate	2009 Budget	Budget Change
Staffing (FTE)	0.00	0.00	0.00	0.00	0.00
General Government	\$0	\$0	\$0	\$0	\$0
Fine/Licenses	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0	\$0
Interdepartmental	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$0	\$0	\$0	\$0	\$0
Appr. Fund Balance	\$0	\$0	\$0	\$0	\$0
County Tax Levy	\$479,507	\$412,697	\$412,697	\$375,358	(\$37,339)
Total Revenues	\$479,507	\$412,697	\$412,697	\$375,358	(\$37,339)
Personnel Costs	\$370,791	\$312,280	\$301,146	\$274,936	(\$37,344)
Operating Expenses	\$49,023	\$95,870	\$87,736	\$95,875	\$5
Interdept. Charges	\$1,207	\$4,547	\$4,000	\$4,547	\$0
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$421,021	\$412,697	\$392,882	\$375,358	(\$37,339)
Rev. Over (Under) Exp.	\$58,486	-	\$19,815	-	-



Program Highlights

- Tax Levy for this program area is reduced \$37,339 to \$375,358.
- Incremental additional net personnel cost savings of \$37,344 in 2009. This is in addition to the savings of \$66,860 in personnel costs attributable to board size change from thirty-five to twenty-five supervisors beginning April 2008. This is the first full year of savings (total fiscal year cost savings \$104,200).
- Related operating expenses and interdepartmental charges are stabilized as a result of the first full year of twenty-five supervisors.
- First full year of revised meeting schedule for committees and County Board result in procedural modifications to promote efficiency.
- County Board approves a capital plan and budget in a timely basis which promotes stable debt ratings as well as economic growth throughout the county.



Activity Data

	2007 Actual	2008 Budget	2008 Estimate	2009 Budget	Budget Change
Ordinances/Resolutions considered	195	150	150	150	0
County Board meetings attended	573	275	280	275	0
Standing Committee meetings attended	897	950	800	750	(200)

Internal Audit

County-Wide Key Strategic Outcome: Cost effective services delivered with competence and skill

Program Description

Internal Audit is an independent function of the legislative branch of the County, and is responsible for conducting operational, performance and financial audits of County operations for the purpose of promoting efficiency, economy, and adequate internal controls.

	2007 Actual	2008 Budget	2008 Estimate	2009 Budget	Budget Change
Staffing (FTE)	1.00	2.00	2.00	1.00	(1.00)
General Government	\$0	\$0	\$0	\$0	\$0
Fine/Licenses	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0	\$0
Interdepartmental	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$0	\$0	\$0	\$0	\$0
Appr. Fund Balance	\$0	\$0	\$48,767	\$0	\$0
County Tax Levy	\$250,043	\$249,596	\$249,596	\$251,016	\$1,420
Total Revenues	\$250,043	\$249,596	\$298,363	\$251,016	\$1,420
Personnel Costs	\$134,967	\$233,729	\$230,137	\$134,246	(\$99,483)
Operating Expenses	\$2,676	\$10,175	\$59,630	\$110,300	\$100,125
Interdept. Charges	\$8,382	\$5,692	\$5,692	\$6,470	\$778
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$146,025	\$249,596	\$295,459	\$251,016	\$1,420
Rev. Over (Under) Exp.	\$104,018	-	\$2,904	-	-

Program Highlights

- Tax Levy for this program area is \$251,016, an increase of \$1,420.
- Personnel costs decrease primarily due to shifting appropriations of \$103,000 from the unfilled principal internal audit position (personnel costs) to contract audits within the operating expense appropriation unit.
- Audits help ensure safeguarding of County assets, efficiency, management integrity and reliability.
- Internal audit identifies cost-effective controls throughout County operations.
- Audit recommendations improve operations which assist administration, supervisors and taxpayers of Waukesha County.
- Anticipated audits for 2009 include the Community Development Block Grant Program, Consolidated Dispatch Operations, and cell phone usage.

Activity- Workload Data	2007 Actual	2008 Budget	2008 Estimate	2009 Budget	Budget Change
Financial/internal control/compliance reviews	3	3	2	3	-
Program evaluations/operational reviews	3	4	2	4	-
Follow-up of Internal Audit and external auditor's recommendations	1	1	1	1	-
Assist in completion of single audit work performed by external auditors	1	1	1	1	-