

**DANE COUNTY  
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: Dave Ripp		Resolution No. 2022 RES-341
Vote Required: Majority _____		Ordinance Amendment No. _____
Two-Thirds <input checked="" type="checkbox"/>	3/4 <input type="checkbox"/>	

Title of Resolution or Ord. Amd.:

AUTHORIZING RECLASSIFICATION OF AN ACCOUNT CLERK III TO AN ACCOUNTING ASSISTANT IN THE HIGHWAY & TRANSPORTATION DEPARTMENT

**Policy Analysis Statement:**

Brief Description of Proposal -

Reclassify position #883 from Account Clerk III to Accounting Assistant

Current Policy or Practice -

Reclassification of vacant positions requires County Board authorization

Impact of Adopting Proposal -

This will allow the Highway Department to recruit for and hire a candidate with the skills, knowledge and experience more closely aligned with an Accounting Assistant's financial responsibilities which is necessary to support the Department's accounting and budgeting needs.

**Fiscal Estimate:**

Fiscal Effect (check all that apply) -

- No Fiscal Effect
- Results in Revenue Increase
- Results in Expenditure Increase
- Results in Revenue Decrease
- Results in Expenditure Decrease

Budget Effect (check all that apply)

- No Budget Effect
  - Increases Rev. Budget
  - Increases Exp. Budget
  - Decreases Rev. Budget
  - Decreases Exp. Budget
  - Increases Position Authority
  - Decreases Position Authority
- Note: if any budget effect, 2/3 vote is required

**Narrative/Assumptions about long range fiscal effect:**

The 2023 budgeted amount for this position is already sufficient to absorb the cost of the reclassified position.

**Expenditure/Revenue Changes:**

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes				
Operating Expenses					Federal				
Contractual Services					State				
Capital					Other				
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

**Personnel Impact/FTE Changes:**

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**Prepared By:**

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