

**DANE COUNTY  
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: Pertl		Resolution No. 2015 RES-493
Vote Required:		Ordinance Amendment No. _____
Majority	Two-Thirds <input checked="" type="checkbox"/>	

Title of Resolution or Ord. Amd.:

**RECLASSIFYING ACCOUNT CLERK II POSITION IN THE CONTROLLER'S OFFICE**

**Policy Analysis Statement:**

Brief Description of Proposal -

This resolution reclassifies a 0.75 FTE Account Clerk II in the Controller's Office to a 1.0 FTE Account Clerk I position.

Current Policy or Practice -

Evaluation of the duties of the position suggest that a lower classification at a 1.0 FTE is appropriate.

Impact of Adopting Proposal -

The position will be reclassified and the FTE will be increased by 0.25.

**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:**

None

**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:**

Increase 0.25 FTE, reclassify from Account Clerk II to an Account Clerk I

**Prepared By:**

Agency:	Division:
Prepared by: Chuck Hicklin	Date: 3/2/16
Reviewed by:	Phone: 266-4109
	Date:
	Phone: