

**DANE COUNTY
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. <input type="text"/>
Sponsor: Rusk		Resolution No. 2018 RES-068
Vote Required:		Ordinance Amendment No. <input type="text"/>
Majority <input checked="" type="checkbox"/>	Two-Thirds <input type="checkbox"/>	

Title of Resolution or Ord. Amd.:

AUTHORIZING TRAVEL OUTSIDE OF THE CONTINENTAL UNITED STATES FOR THE DANE COUNTY REGIONAL AIRPORT DIRECTOR OF MARKETING & COMMUNICATIONS

Policy Analysis Statement:

Brief Description of Proposal -

Airports Council International-North America (ACI-NA) will host the 2018 Marketing and Communications International Conference in Ottawa, Canada, November 13-16, 2018. Approval for travel outside the continental USA is requested for Brent S. Kyzer-McHenry, the Director of Marketing & Communications in order to attend the conference.

Current Policy or Practice -

Travel outside the continental USA requires Dane County Board of Supervisor's approval. The County is a member of ACI-NA. The association includes Canadian airports, and to strengthen its membership relationship with Canada, the association will include more instructive conferences in that country.

Impact of Adopting Proposal -

The Director of Marketing & Communications will travel to Ottawa, Canada to attend the Marketing and Communications Annual Conference.

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:

Expenditure/Revenue Changes:

Expenditures -	Current Year		Annualized		Revenues -	Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Personal Services					County Taxes				
Operating Expenses	\$2,475				Federal				
Contractual Services					State				
Capital					Other				
Total	\$2,475	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

None

Prepared By:

Agency: Airport	Division: Administration	Phone: 246-3384
Prepared by: Doug Pickard	Date: 05/24/18	Phone: 246-3391
Reviewed by: Kim Jones	Date: 06/04/18	