

**DANE COUNTY
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: Miles		Resolution No. <u>2021 RES-221</u>
Vote Required:		Ordinance Amendment No. _____
Majority <input checked="" type="checkbox"/>	Two-Thirds <input type="checkbox"/>	

Title of Resolution or Ord. Amd.:

Authorizing an Extension of LTE hours in Facilities Management

Policy Analysis Statement:

Brief Description of Proposal -

Facilities Management is in the process of updating card access equipment in multiple County Buildings. Facilities has been using a limited term employee (LTE) mechanic to complete the project and the project will now use more hours than the employee has remaining. Facilities Management is requesting an extension of hours for this employee in order to complete the access card project.

Current Policy or Practice -

This request requires County Board Approval.

Impact of Adopting Proposal -

The employee will be allowed to exceed the 1,200 hour cap in payroll year 2021 by an additional 160 hours (1360 total).

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:

	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:

N/A

Prepared By:

Agency: Administration	Division:	
Prepared by: Nick Bubb	Date: 10/19/21	Phone: 266-8477
Reviewed by:	Date:	Phone: