

**DANE COUNTY**  
**POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: VELDRAN		Resolution No. 2025 RES-324
Vote Required: Majority _____		Ordinance Amendment No. _____
Two-Thirds <input checked="" type="checkbox"/>	3/4 _____	

Title of Resolution or Ord. Amd.:

**Authorizing the Reclassification of a Vacant Janitor II Position to a Janitor Position**

**Policy Analysis Statement:**

Brief Description of Proposal -

The Dane County Department of Administration-Facilities Management Division requests the reclassification of a vacant Janitor II position (#364 G11) to a Janitor position (G9-F).

Current Policy or Practice -

Reclassifying vacant positions requires County Board approval.

Impact of Adopting Proposal -

This resolution will make it possible to reclassify a Janitor II position to a Janitor position to be consistent with the classification of the other Janitor positions within the Division.

**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:**

Reclassification of position #364, Janitor II (G11) to a Janitor (G9-F) will result in an annual expenditure salary/benefit decrease of \$2,100.

**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				\$2,100	Federal				
Contractual Services					State				
Capital					Other				
Total	\$0	\$0	\$0	\$2,100	Total	\$0	\$0	\$0	\$0

**Personnel Impact/FTE Changes:**

Reclassification of position #364, Janitor II (G11), currently vacant, to a Janitor (G9-F).

**Prepared By:**

Agency: Administration  
Prepared by: Amanda DePagter  
Reviewed by:

Division: Facilities Management  
Date: 01/12/2026 Phone: 608-283-1235  
Date: Phone: